

**CITY OF CHOICE**



**PIETERMARITZBURG  
M S U N D U Z I**

**ANNUAL PERFORMANCE REPORT  
2016/2017 FINANCIAL YEAR**

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## TABLE OF ABBREVIATIONS

AIDS	Acquired Immune Defficiency Syndrome
AMP	Ampere
APR	Annual Performance Report
CBD	Central Business District
CCTV	Closed Circuit Television Camera
CoGTA	Co-operative Government & Traditional Affairs
CWP	Community Work Programme
DAEARD	Department of Agriculture, Environmental Affairs and Rural Development
DMAPC	Disaster Management Planning Advisory Committee
EAP	Employee Assistance Programme
EPWP	Expanded Public Works Programme
EXCO	Executive Committee
HIV	Human immune Virus
HNR	Housing Needs Register
HRD	Human Resources Development
HRM	Human Resources Management
IA	Implementing Agent
IDT	Independent Development Trust
IPMS	Individual Performance Management System
KPI	Key Performance Indicators
MCB	Miniature Circuit Breaker
MEC	Member of Executive Committee
MM	Municipal Manager
MOA	Memorandum of Agreement
NDPG	Neighbourhood Development Partnership Grant
NERSA	National Electricity Regulator of South Africa
NRW	Non-revenue Water
OPMS	Organizational Performance Management System
PDOHS	Provincial Department of Housing
PHC	Primary Health Care
SCM	Supply Chain Management
SDBIP	Service Delivery Budget Implementation Plan
OP	Operational Plan
SITA	South African State Information Technology Agency
SMME's	Small and Medium Enterprises
VIP	Ventilated Improved Pit
WSP	Workplace Skill Plan
WWTP	Waste Water Treatment Plan
DMM	Deputy Municipal Manager
SOP	Standard Operating Procedure

## INTRODUCTION:

The Annual Performance Report (APR) is a legislative requirement which prescribes that the report must be submitted to the Auditor General by the 31<sup>st</sup> August annually. The Annual Performance Report, amongst other documents, will form part of the consolidated Annual Report of the Municipality which must be submitted to Council by the end of January on an annual basis.

The Annual Performance Report 2016 / 2017 of the Msunduzi Municipality is divided into two (2) broad categories as follows:

- **SECTION ONE: FUNCTIONAL AREA SERVICE DELIVERY REPORTING PER BUSINESS UNIT.**
- **SECTION TWO: ANNUAL REPORT OF THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2016 / 2017 & ANNUAL REPORT OF THE OPERATIONAL PLAN 2015/2016**

During the 2016 / 2017 financial year, Msunduzi Municipality developed as part of the reporting process on the SDBIP, a process for reporting against pre-determined objectives and Key Performance Indicators (KPI's) that are contained in the approved Service Delivery and Budget Implementation Plan (SDBIP). The process is based on a colour-coded dashboard that serves as an early-warning indicator of under / zero performance. Monthly and Quarterly reports, based on the colour-coded dashboard were submitted to Council with applicable recommendations that were adopted. These reports and Council resolutions are available for inspection on request.

During the 2016 / 2017 financial year, Msunduzi Municipality had 1 vacancy of S57 employees being the City Manager which was filled by an Acting Incumbent and five General Managers. All S57 managers signed performance agreements for the financial year. The Individual Performance Management System (IPMS) was cascaded to Level 3 employees (S58 – Senior Managers as well as Managers in Strategic Positions reporting directly to the City Manager i.e. Senior Audit Executive: Internal Audit, Manager: Integrated Development Plan, Manager: Communications & IGR, Senior Manager: Office of the City Manager, Manager: Office of the Mayor and the Manager: Office of the Speaker. All Senior Managers and Managers in Strategic Positions reporting directly to the City Manager signed performance agreements as well. During the 2016 / 2017 financial year individual Annual assessments for 2015/2016 FY were conducted for 4 General Managers. The Evaluation assessment panels as prescribed by legislation to assess the City Manager and Manager's reporting directly to the City Manager were constituted and were present during the assessment processes.

In the 2016 / 2017 financial year institutional arrangements have been put in place in order to ensure the implementation of an Organizational Performance Management System (OPMS) as per legislative requirements and also to enable meaningful and informed monitoring and evaluation. It is hoped that as OPMS becomes institutionalized within the municipality and part of our everyday business, that Managers, Councillors and the Community alike will use it as tool to monitor the services that are being delivered by the municipality thereby increasing the accountability and transparent role of local government.

During the Strategic Planning Process for the 2016/2017 financial year a management decision was taken to differentiate between service delivery indicators that have a direct impact on the community and those that are operational, support and auxiliary services. In this regard for the 2016/2017 financial year the Service Delivery & Budget Implementation Plan (SDBIP) has been developed to focus on the service delivery indicators and the Operational Plan (OP) 2016/2017 has been developed to focus on operational, support and auxiliary services.

The SDBIP 2016/2017 contains Public Participation Units (Office of the Speaker, Office of the Mayor & Office of the Municipal Manager), Community Services Units (Area Based Management, Waste Management, Recreation & Facilities as well as Public Safety Enforcement and Disaster Management), Infrastructure Units (Water and Sanitation, Roads and Stormwater, Electricity & Mechanical Workshops) and Sustainable Development & City Enterprises Units (Economic Development, Town Planning and Environmental Management, City Entities & Human Settlements). Also included are the Legislated Performance Indicators as regulated by the National and Provincial Departments of Cooperative Governance and Traditional Affairs (CoGTA). As prescribed by legislation, the Municipality must set and monitor key performance indicators of all municipal entities. To fulfill this, SAFE CITY the only registered municipal entity; key performance indicators were also developed and inserted in the SDBIP 2016/2017.

All other units provide operational, support and auxiliary services to the Municipality and have been placed on the Operational Plan 2016/2017. The Operational Plan 2016/2017 contains the Corporate Business Units (Internal Audit, Communications & IGR, Integrated Development Plan and Organizational Compliance, Performance & Knowledge Management), Budget & Treasury Units (Budget, Revenue Management, Expenditure Management, Supply Chain Management, SCOA, SAP & Assets & Liabilities), Infrastructure Units (Project Management Office), Corporate Services Units (Legal Services, Information Communication Technology, Auxiliary Services & Secretariat and Human Resources) and Sustainable Development & City Enterprises (Economic Development, Town Planning and Environmental Management, City Entities & Human Settlements).

#### **HIGH LEVEL SUMMARY OF PERFORMANCE COMPARISON FOR THE 2015/2016 & 2016/2017 FINANCIAL YEARS (SDBIP & OP)**

The graphical representations below illustrate the summary of high level performance of the municipality for the 2016/2017 financial year, as per the colour-coded dashboard.

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

There were a total of 211 Key performance indicators on the SDBIP 2016/2017, 104 being operating projects and 107 being capital projects. There were a total of 220 Key performance indicators on the Operational Plan for 2016/2017.

SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2016/2017 FINANCIAL YEAR - ORGANISATIONAL OVERVIEW NARRATIVE

NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBIP REFERENCE	ANNUAL-PROJECTED TARGET	ANNUAL PROGRESS-ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
1	OFFICE OF THE CITY MANAGER	OFFICE OF THE SPEAKER	8	0	8	2	OTS 02	156 X Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2017	23 X Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2017	1 (69% & below)	Establishment of Ward Committees immediately after new Council was inaugurated in August 2016	Ward Committees are fully established
							OTS 03	Minutes of ward and community meetings from each of 39 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2017	Minutes of ward and community meetings from each of 23 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2017	2 (70% - 99%)	Establishment of Ward Committees immediately after new Council was inaugurated in August 2016	Ward Committees are fully established

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		OFFICE OF THE MAYOR	4	0	4	1	MSP 02	100% implementatio n of All Mayoral Special Programmes for 2016/2017 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2017	90% implementatio n of All Mayoral Special Programmes for 2016/2017 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2017	2 (70% - 99%)	Some programmes were postponed due delayed stakeholder co- ordination	programmes to be undertaken in the next FY



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		IRPTN	2	1	3	2	MM 01	100% Corporate and Brand Identity for IRPTN implemented as per approved IRPTN Marketing Strategy by the 30th of June 2017	Nil achieved	1 (69% & below)	Awaiting the Council approval of the Strategy and Naming Campaign Documents. (SMC approved on the 13 January 2016.)	The City Manager (A) has instructed that the Strategy and Naming Campaign Document be re-submitted to Council for approval. The Documents have been re-submitted to the relevant committee/s for approval
							MM 02	75% Formulation of APTMS and AFC tender documents for IRPTN (Phase 1A) by the 30th of June 2017	Nil achieved	1 (69% & below)	Awaiting the council approval of the concept of operations document. (SMC approved on the 23 August 2016.)	The City Manager (A) has instructed that the concept of operations document be re-submitted to Council for approval. The Document has been re-submitted to

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												the relevant committee/s for approval
TOTAL					15	5						
2	COMMUNITY SERVICES	PUBLIC SAFETY, EMERGENCY SERVICES & ENFORCEMENT (TRAFFIC, SECURITY, FIRE & DISASTER)	9	0	9	1	PSDM 08	100% implementation of the approved Disaster management plan by the 30th June 2017	100% implementation of the approved Disaster management plan by the 30th June 2017	2 (70% - 99%)	Sector plan meetings did not take place due to the many service delivery protest(due to electrical water related outages) and the regular sitting of the sitting of the Joint Operations Centre	meeting is scheduled for the 26th July 2017
		WASTE MANAGEMENT (BUSINESS WASTE, DOMESTIC)	1	5	6	3	COM DEV 08	43 000 households refuse collected in Wards 1 to 9 by the 30th of June 2017	nil achieved	1 (69% & below)	Budget Office, couldn't account for the R3m allocation for Vulindlela SMME's	to implement the project on the new budget allocation 2017/18

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		IC WASTE, LANDFILL & RECYCLING)					COM DEV 09	5 x 15m <sup>3</sup> skip bins purchased by the 31st of December 2016	nil achieved	1 (69% & below)	Services provider appointed couldn't deliver the services. Money was reallocated	an amount of R1m have been allocated on 2017/18 budget
							COM DEV 10	100% Construction of Kwa-Pata Buy-Back centre first phase (concrete slab, roof shelter, supply of ablution and office container) by the 30th of April 2017	concrete slab, roof shelter, ablution container couldn't be supplied due to shortage of funds	2 (70% - 99%)	shortage of funds to purchase the container for ablution	to seek funds during the mid-term review

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		RECREATION & FACILITIES (SPORTS, PARKS, SERVITUDES, RECREATION, CEMETRIES, LIBRARIES, BUILDINGS & FACILITIES)	6	3	5		COM DEV 01	Grass cut in 29 wards three times a season by the 31st of May 2017 (September 2016 to May 2017)	Grass was cut in 29 Wards but not all areas were covered	2 (70% - 99%)	No of brush cutters stolen and not replaced to date. 38 Brush cutters at the workshop for repairs	Purchase of brush cutters, installation of CCTV cameras, 3 month contract for appointment of small plant mechanic to repair brush cutters, revisit work plan and overtime schedules
							COM DEV 02	15 islands and 15 main entrances of Council Buildings maintained monthly by the 30th of June 2017	10 islands and 10 main entrances of Council Buildings maintained monthly	2 (70% - 99%)	No of brush cutters stolen and not replaced to date. 38 Brush cutters at the workshop for repairs	Purchase of brush cutters, installation of CCTV cameras, 3 month contract for appointment of small plant mechanic to repair brush cutters, revisit work plan and overtime schedules

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							COM DEV 03	11 libraries maintained every month by the 30th of June 2017	7 libraries maintained monthly	2 (70% - 99%)	No of brush cutters stolen and not replaced to date. 38 Brush cutters at the workshop for repairs	Purchase of brush cutters, installation of CCTV cameras, 3 month contract for appointment of small plant mechanic to repair brush cutters, revisit work plan and overtime schedules
							COM DEV 04	36 operational halls maintained every month by the 30th of June 2017	20 halls maintained monthly	2 (70% - 99%)	No of brush cutters stolen and not replaced to date. 38 Brush cutters at the workshop for repairs	Purchase of brush cutters, installation of CCTV cameras, 3 month contract for appointment of small plant mechanic to repair brush cutters, revisit work plan and overtime schedules

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							COM DEV 13	First Phase construction of new pool in ward 5 (Vulindlela) completed as per approved construction plan by the 30th of June 2017	Completion of designs, first phase could not commence due to budget cut	1 (69% & below)	Budget insufficient to complete construction	Awaiting new budget in 2017/2018 financial year
TOTAL					34							
3	INFRASTRUCTURE SERVICES	WATER & SANITATION	1	18	19	4	W & S 04	1 km of Sewer pipeline replaced by the 30th of June 2017	Panel of contractors Awarded at BAC by 31st May 2017	2 (70% - 99%)	Adjudication took longer than anticipated due to the number of tenders received.	Approve specification whilst tender in currently been finalised.
							W & S 08	21 new toilets completed and 0,6 km of new sewer pipe installed by 30 June 2017	Panel of contractors Awarded at BEC by 30 April 2017	1 (69% & below)	Adjudication took longer than anticipated due to the number of tenders received.	Approve specification whilst tender in currently been finalised.

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							W & S 18	40 % of Reservoir Completed 30th of June 2017	Project had to be suspended due unstable soil conditions whilst the geotechnical study is been undertaken.	1 (69% & below)	Unsuitable soil conditions	Undertake geotechnical Density Test for new site.
							W & S 21	6 sets of Office Furniture Purchased & Delivered by the 30th of June 2017	NIL	1 (69% & below)	Funds were re allocated to Machinery and equipment	Procurement to take place next financial year
		ROADS & TRANSPORTATION OVERVIEW CAPITAL	0	43	43	17	R & T 01	1,6km of surfaced roads to blacktop with storm water completed by the 28th of February 2017	Target not Met. Completed Priming. Surfacing to start 1st week in July 2017.	2 (70% - 99%)	No funding available to complete project.	Fast track outstanding payments and fast track contractor to complete outstanding works.

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							R & T 03	Revised EIA application submitted to the EDTEA by the 30th of June 2017	Additional EIA Wetland Offset Plan specialist study complete.	2 (70% - 99%)	Insufficient budget available in 2017/18 FY for completion of additional studies as requested by the EDTEA. BAC approval VO3 for additional Geotech study obtained on 29 June 2017.	Revised EIA submission in 2017/18 FY when Geotech study is completed with funding is received for payment of completed specialist studies.
							R & T 04	100 % Base-course, kerb & channelling completed by the 30th of June 2017	92% of G9 completed, 80% of G7 completed.	2 (70% - 99%)	Contractor suspended contract for two months due to cash flow problems as there was no money in the budget to make payments for work done. There is also a delay in the Electrical Unit	Work has commenced on site as money was relocated and there are funds available in the new budget. There will be a delay in the completion date. Electrical Unit have been requested to relocate their



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											relocating electrical services on site.	services as a matter of urgency.
							R & T 09	Concrete bridge substructure, river embankment protection, and earthwork platform to 0.26 km of road way completed by the 30th of June 2017	Substructure of west abutment 80% complete. Concrete footing of East Abutment complete. River embankment protection commenced.	2 (70% - 99%)	Relocation of Eskom services causing delays to construction. Delays by municipality in paying upfront relocations costs to Eskom. Delays by approval of report to Full council	Report submitted to Council again for upfront payment approval to Eskom in May 2016.
							R & T 17	800m of gravel road upgraded to asphalt surface by the 30th of June 2017	Culvert, Stormwater piping, manholes, Stormwater catch pits and earthworks completed. Gabions and sub base layer 50% completed.	1 (69% & below)	The pace of the work was slow on site due to the Contractor lacking finances, resources and key staff to undertake the works.	Projected duration extended by three months and penalties will be applied for late finishing.

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							R & T 23	0,75 km of gravel roads to surfaced/concrete standard upgraded by the 28th of February 2017	0,75 km of gravel roads to surfaced/concrete standard upgraded by the 30th May 2017	2 (70% - 99%)	Additional Funding required to complete the surfacing of the road. The funding was only made available in May 2017	Funding made available to complete project
							R & T 25	1.3 km of gravel roads to surfaced/concrete standard upgraded by the 31st of January 2017	1.3 km of gravel roads to surfaced/concrete standard upgraded by the 31st of March 2017	2 (70% - 99%)	Late payment to contractor hindered the work to be completed on time. Completed in May 2017	Ensure that payments are completed on time to ensure that contractor does not move offsite and delay works.
							R & T 26	1.0 km of gravel roads to surfaced/concrete standard upgraded by the 28th of February 2017	Target date not Met. Completed 1.0km in May 2017	2 (70% - 99%)	Late payment to contractor hindered the work to be completed on time. Completed in May 2017	Ensure that payments are completed on time to ensure that contractor does not move offsite and delay works.

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							R & T 27	1.3 km of gravel roads to surfaced/concrete standard upgraded by the 31st of January 2017	0,5 km of gravel roads to surfaced/concrete standard upgraded by the 31st of March 2017	2 (70% - 99%)	Late payment to contractor hindered the work to be completed on time. Completed in May 2017	Ensure that payments are completed on time to ensure that contractor does not move offsite and delay works.
							R & T 28	Contractor for Ashdown Bank Protection against Collapsing of Adjacent Houses- P 15 appointed by the 31st of May 2017	Target not met Tender Adjudication Stage	1 (69% & below)	Draft BSC report was received mid-February and approved by BSC Committee by the 2nd March 2017. Report was submitted to Acting Municipal Manager's office thereafter and delayed for +/- 2,5 months before the report was approved and sent back to	speed up adjudication process and table the report to BEC by 4th August

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											SCM by 15 May 2017.The report had to be registered at SCM and a SITE BRIEFING was conducted on the 31 May 2017.	
							R & T 29	EIA and WULA submitted to DW & S & Tender for construction advertised by the 30th of June 2017	General Authorisation for WULA/EIA from DW&S received on 11 November 2016. BSC report for advertising approved by BSC on 9 March 2017.	2 (70% - 99%)	Advertising of Tender by Supply Chain Management awaited.	Emails submitted to SCM requesting advertising date.

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							R & T 30	Tender for construction of 1.5m wide steel pedestrian bridge completed awarded by the 30th of April 2017	Finalised Report Submitted to BEC on 20 June 2016.	2 (70% - 99%)	Delays in adjudication process attributable to Professional Service Provider. Delays due to Amendments to SCM tax compliance policy to tenders. Departmental delays to BEC report approvals process. Insufficient budget to award tender. Adjudication report stood down by BEC on 22 June 2017	Amended BEC report submission executed. Further extension of tender validity period requested.

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							R & T 32	0.7km of Guard Rails installed as and when requested by the 31st of March 2017	Target partially met. 0.83km of Guard Rails installed by the 30th of June 2017	2 (70% - 99%)	Not completed in March 2017 due to contractors leaving site because of late payments. Savings to achieve additional 0.13km were realised since the rate per meter decreases as length of guardrails to be installed increases.	Finance to ensure that contractors are paid on time to ensure that they do not abandon site.

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							R & T 35	Completed preliminary design for option 2A and specialist studies (EIA & WULA) submission, for Eastern Ring Road from Murray Road/Hesketh Drive intersection to Rogers Avenue by the 30th of June 2017	Target not met. Wetland study completed and recommendations are that alternative route alignment being 2C has to be investigated as the proposed route alignment has a negative impact on the grassland where the road is traversing. Alternative route alignment to be investigated was finalised in June 2017 with the guidance of Msunduzi internal environment unit.	1 (69% & below)	Environmental constraints (seepage and grassland) were found on the proposed alternative route alignment (Option 2A). Therefore another alternative has to be investigated option 2C.	Project has been put on hold, Meeting held on 6th June 2017 with Environment department to discuss and finalise the alternative route as per the Wetland Study recommendations. Project to resume in the new financial year.

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							R & T40	3 x Bus/Taxi Laybys constructed by the 31st of March 2017	Target partially met. 2 x Bus/Taxi Laybys constructed by the 31st of March 2017	2 (70% - 99%)	3rd Bus/Taxi Layby could not be constructed due to funds being reallocated to cover the budget shortfall on the Installation of Traffic Signals project	Review annual targets and budgets to ensure that the KPI's are met.
							R & T41	EIA Authorization , and WULA application completed and submitted to DW & S and Design by the 30th of June 2017	Letter of Extension from EDTEA for further assessments required.	2 (70% - 99%)	EDTEA required further assessments that were not required at the beginning stages of application. BAR submitted and EDTEA advised further studies required.	Extension requested and granted and consultant working on additional studies



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							R & T 42	EIA Authorization , and WULA application completed and submitted to DW & S and Design by the 30th of June 2017	WULA studies and Basic Assessment completed but WULA has not been submitted to DW& S. EIA previously completed and approved.	2 (70% - 99%)	Consultant awaiting reply from DW&S from 09 May 2017 concerning the application route that's needs to be followed for this project.	Consultant and Municipality to request DW&S to expedite decision concerning the application.
		ELECTRICITY	0	12	12	6	ELEC 01	37 X HIGH MASTS LIGHTS TO BE ERECTED AND COMMISSIONED by the 30th of June 2017	ALL 37 HIGH MASTS HAVE BEEN ERECTED. 11 X HIGH MASTS HAVE BEEN COMMISSIONED.	2 (70% - 99%)	DELAYS BY ESKOM IN APPOINTING CONTRACTORS	CONTRACTORS HAVE SINCE BEEN APPOINTED AND INTALLATIONS IN PROGRESS
							ELEC 03	200 NEW HOUSEHOLD CONNECTIONS TO BE ACHIEVED (REGINA ROAD INFORMAL SETTLEMENT) by the 30th of June 2017	193 NEW HOUSEHOLD CONNECTIONS ACHIEVED (REGINA ROAD INFORMAL SETTLEMENT) by the 30th of June 2017	2 (70% - 99%)	The 200 new households was an estimate of the number of houses to be connected. At the time of completion it was 193	There is no corrective measure. We cannot give the exact number of household to be connected until completion

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							ELEC 06	132kV OUTDOOR SWITCHGEAR AND AUXILLARY POWER CABLES COMMISSIONED by the 30th of June 2017	PART ONE IS 99% COMPLETE AND PART TWO HAS COMENCED WITH 23% OF THE WORK DONE. ENTIRE PROJECT PROGRESS IS 94%	2 (70% - 99%)	LACK OF AVAILABILITY OF WIRING OF PANELS INFORMATION REQUIRED RESULTING IN NEW INFORMATION HAVING TO BE COMPILED	EXTENSION FOR THE CONTRACT WAS APPROVED
							ELEC 08	2 X 40MVA POWER TRANSFORMERS PURCHASED AND DELIVERED by the 30th of June 2017	2 X 40MVA POWER TRANSFORMERS PURCHASED	2 (70% - 99%)	DELAYS EXPERIENCED DURING SHIPPING OF THE UNITS RESULTING IN LATE ARRIVAL AT DURBAN PORT	DELIVERY TO SITE EXPECTED ON 31 JULY 2017
							ELEC 10	MANUFACTURING PROCESS OF 28 X 11kV FIXED PATTERN SWITCHGEARS FOR 3 DISTRIBUTOR SUBSTATIONS COMPLETED by	MANUFACTURING PROCESS OF 28 X 11kV FIXED PATTERN SWITCHGEARS FOR 3 DISTRIBUTOR SUBSTATIONS IS IN PROCESS	2 (70% - 99%)	DELAYS IN THE MANUFACTURING PROCESS	DELIVERY DATE HAVE BEEN EXTENDED TO OCTOBER 2017

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								the 30th June 2017	by the 30th June 2017			
							ELEC 11	4 RMUS AND 5 SPANS OF MV MINK PURCHASED AND INSTALLED by the 31st of May 2016	4 RMUS AND 5 SPANS OF MV MINK PURCHASED AND INSTALLED by the 30 JUNE 2017	2 (70% - 99%)	Delays during construction resulted in the target date being missed. Construction work took longer than anticipated.	Contractor to add more teams to assist with fast tracking completion of works.
		MECHANICAL WORKSHOPS OVERVIEW OPERATING	2	0	2	1	FLT 02	768 x Council vehicles and plant serviced by the 30th of June 2017	642 x Council vehicles and Plant serviced as at 30 June 2017	2 (70% - 99%)	Poor response from the Business Units to Fleet Management service plan.	Increase the number of services on the service plan
TOTAL					76							
4	SUSTAINABLE DEVELOPMENT & CITY ENTITIES OVERVIEW	DEVELOPMENT SERVICES (LICENSING, BUSINESSES	12	0	12	6	LED 05	LED strategy reviewed and completed Implementation plan submitted to SMC for	Draft LED strategy received on the 29th of June 2017	2 (70% - 99%)	Delay in initiating the project	Project timeframe has been extended to allow more time for completion

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	W OPERATING	DEVELOPMENT & ECONOMIC DEVELOPMENT)						approval by the 30th of June 2017				
							EDS 1	SMME strategy developed and submitted to SMC by the 30th of June 2017	Draft SMME strategy received on the 29th of June 2017	2 (70% - 99%)	Delay in initiating the project	Project timeframe has been extended to allow more time for completion
							EDS 2	Cooperatives strategy developed and submitted to SMC by the 30th of June 2017	Draft Cooperatives strategy received on the 29th of June 2017	2 (70% - 99%)	Delay in initiating the project	Project timeframe has been extended to allow more time for completion
							EDS 3	Women and Disabled economic empowerment strategy developed & submitted to SMC by the 30th of June 2017	Draft Women and Disabled strategy received on the 29th of June 2017	2 (70% - 99%)	Delay in initiating the project	Project timeframe has been extended to allow more time for completion

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							EDS 4	Youth economic empowerment strategy developed & submitted to SMC by the 30th of June 2017	Draft Youth Economic Empowerment strategy received on the 29th of June 2017	2 (70% - 99%)	Delay in initiating the project	Project timeframe has been extended to allow more time for completion
							EDS 5	100% development of a programme of action for improving the business environment in the Mkondeni Industrial area prepared and submitted to SMC by the 30th of June 2017	50% development of a programme of action for improving the business environment in the Mkondeni Industrial area	2 (70% - 99%)	Training of Volunteers could not be done before the establishment of the Task Team/Steering Committee	Finalisation of programme of action for improving the business environment in the Mkondeni Industrial area prepared and submitted to SMC by the 31st of August 2017

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							EDS 8	Industrial Promotion strategy prepared and submitted to SMC by the 30th of June 2017	Project Inception Report and Inception meeting held in June 2017	2 (70% - 99%)	Delay in initiating the project	Project timeframe has been extended to allow more time for completion
		HUMAN SETTLEMENTS	8	2	10		HS 08	41 x new housing units constructed by the 30th of June 2017	Target Partially Achieved - 19 houses at roof level, 6 slabs has been cast, 7 sites been cleared by the 30 June 2017	2 (70% - 99%)	Social Challenges, communities are blocking the project	Social facilitation is in progress.
							HS 09	30 x new housing units constructed by the 30th of June 2017	Target Not Achieved - 30 Slabs casted and 1 house at the roof level.	1 (69% & below)	Slow Progress on site	Contractor to increase human and capital resources on site to keep up with the construction program.

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							HS 10	100% Stage 1 Application Completed for SACCA - Mkondeni submitted to DOHS by the 30th of June 2017	The tender to appoint an Implementing Agent to compile the Stage 1 application to the DoHS is due to be presented at the BAC on 13 July 2017.	1 (69% & below)	Delays in the appointment of an Implementing Agent	Finalise the appointment of Implementing Agent and preparation of the Stage 1 Application to DoHS.
							HS 12	100% Feasibility Studies completed and Stage 1 Application Completed for Shenstone City submitted to DOHS by the 30th of June 2017	Prefeasibility studies have been not yet been completed and funding for stage 1 has not yet been submitted to the DoHS for approval	1 (69% & below)	The Municipality is still sorting out social issues and land invasions within the project area	Formalisation of Township and prepare land invasion
		CITY ENTITIES (SAFE CITY, TOURIS	18	16	34	11	COM DEV 11	12 x planned Exhibitions held by the 30th of June 2017	only 11 Exhibitions managed per annum because of floods	2 (70% - 99%)	Flood Incident in June	Clear Flood Damage

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		M, AGRICULTURE (MARKET & FORESTRY), ART GALLERY & THEATRES & AIRPORT )					LED 02	100% Completed Pallet Park construction as per approved construction plan by the 30th of June 2017	100% Completed Pallet Park construction as per approved construction plan by the 30th of June 2017	1 (69% & below)	The Engineers report for the assessment of Pallet Park were above the our budget ,sourced additional funding	Review the specifications and new bill of quantities issued
							LED 04	100% Municipal wide tourism signage revamped and installed by the 30th of April 2017	Signs currently being manufactured.	1 (69% & below)	Supplier did not quote according to the contract, amendments to the quotation and invoices had to be made.	Facilitate the completion and installation of the signage by 31 July 2017
							CE 01	44 X CCTV Cameras installed with recording and site monitoring system linked to the Safe City control room by the 30th of June 2017	This project could not be implemented	1 (69% & below)	It was unfunded mandate and dependant on opportunistic non-expenditure by other business units	Subject to budget availability and the project is still unfunded in current financial year.



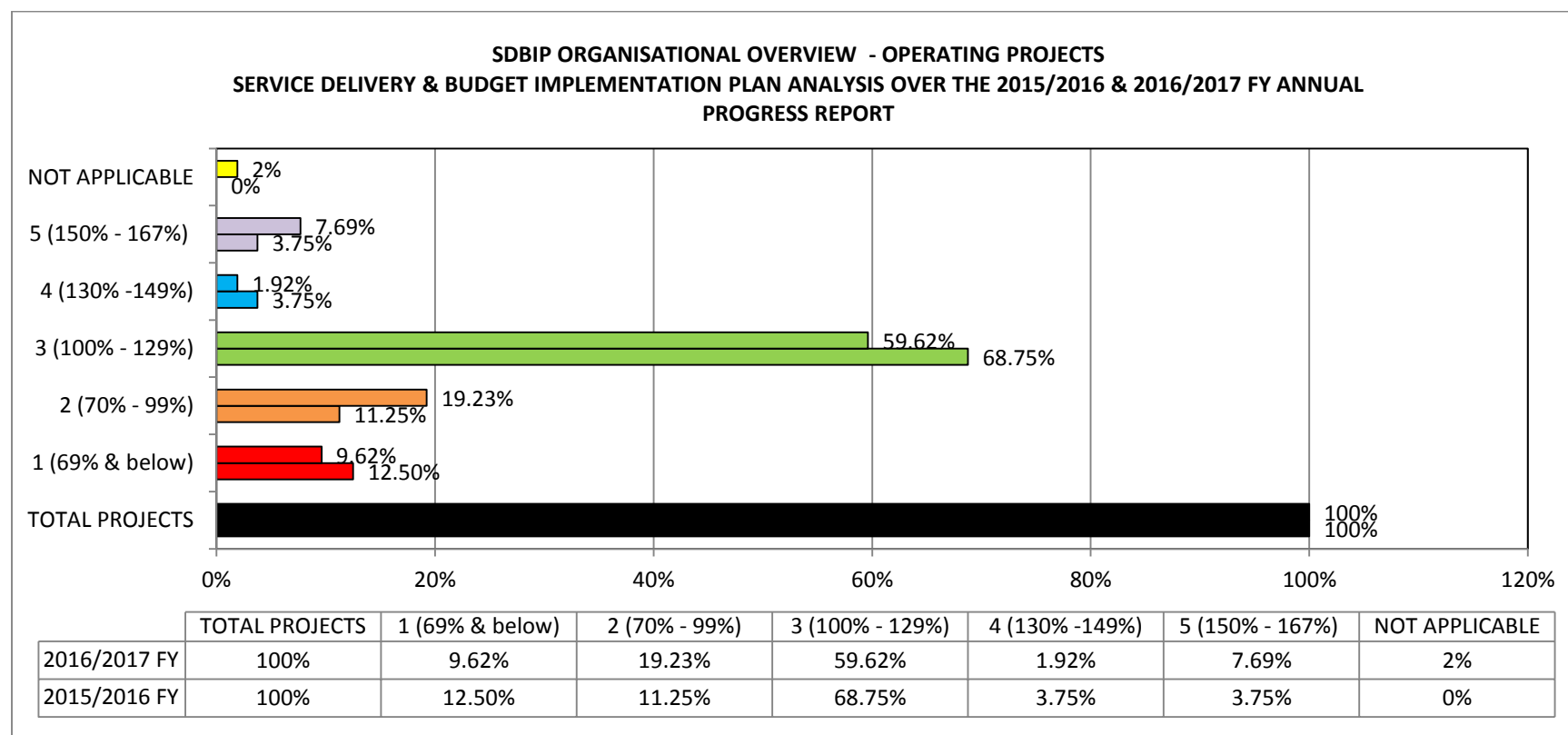
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							CE 07	Repairs to Ormolu Clock effected and completed by the 30th of June 2017	Project Cancelled	1 (69% & below)	Delays in obtaining Authority	Postponed project
							CE 11	100% construction of ground parking equipment at the PMB Airport completed by the 30th of June 2017	90 % Of construction done.	2 (70% - 99%)	Contractor delays	Contractor to complete by 15 July 2017
							CE 16	100% Airport roof repairs completed at the PMB Airport by the 30th of June 2017	Engineer completed assessment and report submitted.	1 (69% & below)	Delay in obtaining completed design	To ensure procurement is completed and project is implemented
							CE 19	100% Office furniture for the PMB Airport staff procured by the 30th of	Nil furniture purchased.	1 (69% & below)	Nil Capex Available.	Capex requested in 2017/18 Budget

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								June 2017				
							CE 20	100% Purchase and installation of the overhead tank for the PMB Airport procured by the 30th of June 2017	Nil OHD tanker purchased.	1 (69% & below)	Nil Capex available.	Reallocations done from 16/17 unit savings
							CE 24	Appointment of Facilities Management Company at the PMB Airport completed by the 31st of March 2017	Service Provider bids are in Adjudication stage	2 (70% - 99%)	SCM Process delayed	Depends on Adjudication process
							CE 25	100% maintenance of infrastructure by the appointed Facilities Management Company for the PMB	Service Provider bids are in Adjudication stage	2 (70% - 99%)	SCM Process delayed	Depends on Adjudication process

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								Airport completed the 30th of June 2017				
TOTAL					78							

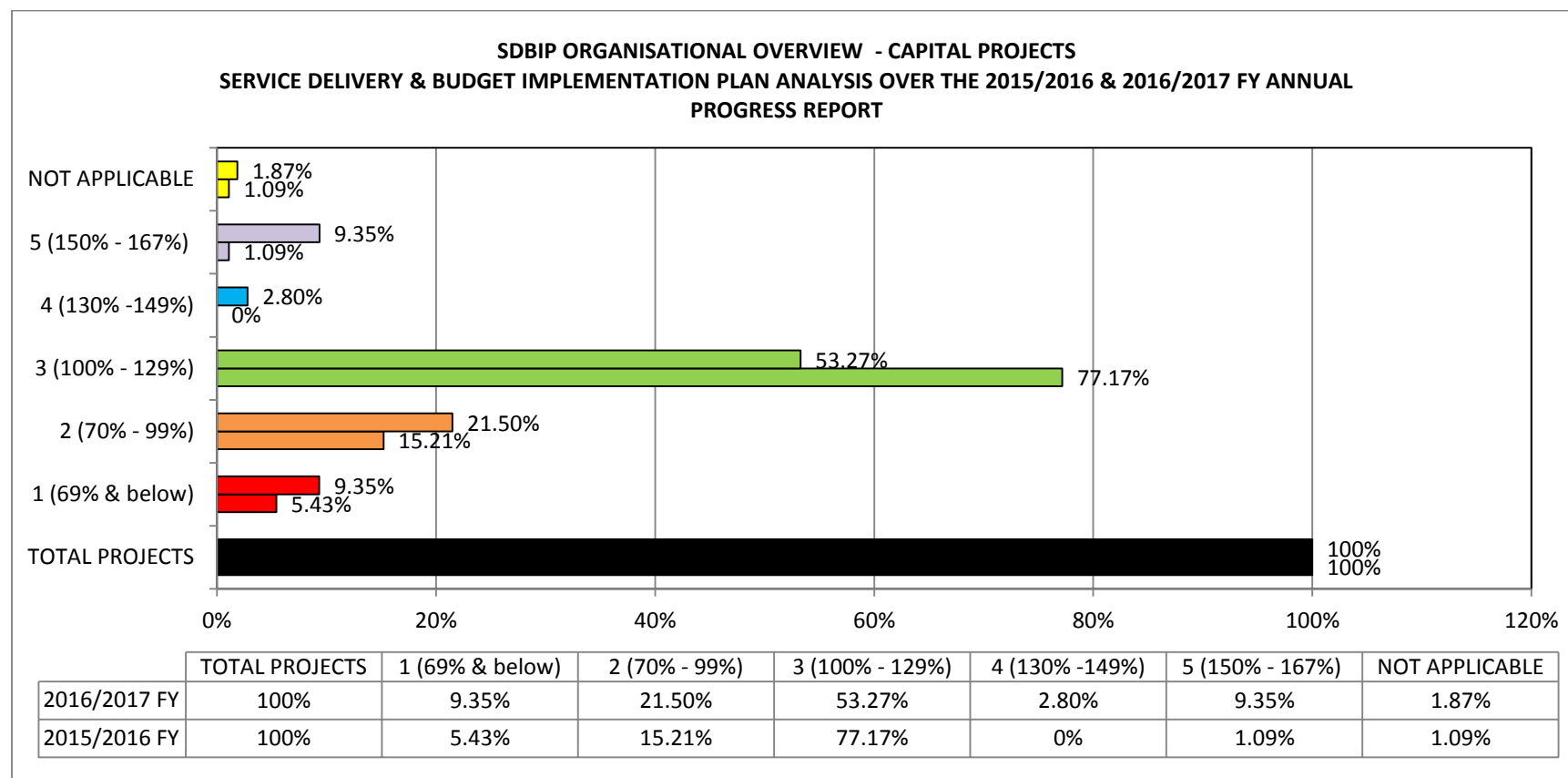
## HIGH LEVEL SUMMARY OF PERFORMANCE COMPARISON FOR THE 2015/2016 & 2016/2017 FINANCIAL YEARS (SDBIP & OP)

### GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



1. A total of 104 Operating Projects were reported on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 80 in 2015/2016 FY
2. 9.62% of the projects were reported as having achieved a 1 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 12.50% in 2015/2016 FY
3. 19.23% of the projects were reported as having achieved a 2 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 11.25% in 2015/2016 FY
4. 59.62% of the projects were reported as having achieved a 3 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 68.75% in 2015/2016 FY
5. 1.92% of the projects were reported as having achieved a 4 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 3.75% in 2015/2016 FY
6. 7.69% of the projects were reported as having achieved a 5 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 3.75% in 2015/2016 FY
7. 2% of the projects were reported as not applicable due to not having any targets on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 0% in 2015/2016 FY

## GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS



1. A total of 107 Capital Projects were reported on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 92 in 2015/2016 FY
2. 9.35% of the projects were reported as having achieved a 1 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 5.43% in 2015/2016 FY
3. 21.50% of the projects were reported as having achieved a 2 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 15.21% in 2015/2016 FY
4. 53.27% of the projects were reported as having achieved a 3 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 77.17% in 2015/2016 FY
5. 2.80% of the projects were reported as having achieved a 4 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 0% in 2015/2016 FY
6. 9.35% of the projects were reported as having achieved a 5 on the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 1.09% in 2015/2016 FY
7. 1.87% of the projects were reported as not applicable due to not having any targets on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT whereas 1.09% in 2015/2016 FY

OPERATIONAL PLAN FOR THE 2016/2017 FINANCIAL YEAR - ORGANISATIONAL OVERVIEW NARRATIVE

NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	OP REFERENCE	ANNUAL-PROJECTED TARGET	ANNUAL PROGRESS- ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
1	OFFICE OF THE CITY MANAGER	INTERNAL AUDIT	13	0	13	1	IA 02	<p>Completion of internal audit assignments as per approved Annual Audit Plan 2016/2017 by the 30th of June 2017</p> <p>Work performed this month is as follows:  1. Skills Development (management of training and development)- Administration and planning documents have been completed. System description, risk and control matrix and audit program completed. Fieldwork is currently in progress.</p> <p>2 Accounts Payables and SCM- The audit is in progress. Data Analytics testing has been completed and close- out meeting held with the Internal Audit team to go through the</p>	2 (70% - 99%)		Some assignments could not be completed timeously due to expiry of the contract with service providers. A new contract has since been entered into.	A revised plan was submitted and approved by the Audit Committee.

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									<p>report. IT testing is still in progress looking at the system design, access parameters and profiles, etc.</p> <p>3 Expenditure- Trade Payables Special Runs for Quarter 2- The audit has started and is in progress. The sample population will include all payments and not only be limited to Special Payments.</p> <p>4 Business Licensing- Completed and preparing report for SMC submission.</p> <p>5. ACR on Real Estate and Valuation System- Reviewed the draft report for amendment by the</p>			

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									consultants. Reviewed the audit file for completeness.			
		STRATEGIC PLANNING ( INTEGRATED DEVELOPMENT PLAN)	7	0	7	1	IDP04	4 x IDP Representative forum meetings facilitated by the 31st of May 2017	2 x IDP Representatives forum meetings facilitated by the 30th of June 2017	2 (70% - 99%)	chairperson postpone the meeting twice	To brief the chairperson regularly and send continuous communication to stakeholders
		ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT	15	0	15	1	PMS 15	36 x individual performance assessments of all managers up to level 3 conducted on a quarterly basis (Q3 assessments for the 16/17 financial year	5 x individual performance assessments of GMs conducted for the 15/16 FY. MM assessment still outstanding	1 (69% & below )	The assessments were held up by the Local Government Elections due to the unavailability of the MM, GMs & the Evaluation Assessment panel members. Then there was the change of political	A new evaluation assessment panel report was developed and approved by Council in January 2017.



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											leadership whereby a new Mayor was sworn in. The audit committee chairperson resigned. The MM was also suspended during this time.	
TOTAL					48	3						
		EXPENDITURE MANAGEMENT	3	0	3	2	EXP 02	12 x monthly reports on Fruitless and Wasteful Expenditure prepared submitted to SMC by the 30th of June 2017	11 x monthly reports on Fruitless and Wasteful Expenditure prepared submitted to SMC by the 30th of June 2017	2 (70% - 99%)	Awaiting year end closure of June 2017	Will be done immediately as soon as June has been officially closed and final balances are available

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							EXP 03	90% of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2017	90% of all creditors are paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2017	2 (70% - 99%)	Awaiting year end closure of June 2017	Will be done immediately as soon as June has been officially closed and final balances are available
		REVENUE MANAGEMENT	9	0	9	1	REV 05	85% of all electricity and water meters read on a monthly basis by the 30th of June 2017	84% of all electricity and water meters read on a monthly basis by the 30th of June 2017	2 (70% - 99%)	Number of faulty Meters not yet replaced and shortage of vehicles contribute to our failure to meet the target	Installation of electronic meters and water prepaid meters

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		mSCOA	3	0	3	3	B & T 11	4 x Quarterly reports prepared and submitted to SMC within 15 days after the end of the quarter on the Implementation of mSCOA by the 15th of April 2017	3 x Quarterly reports prepared and submitted to SMC within 15 days after the end of the quarter on the Implementation of mSCOA by the 15th of April 2017, 1 report completed and submitted after the 15th of April 2017	2 (70% - 99%)	Report was not prepared on time reason being emphasis was on submission of original budget for 2018 into NT portal	Report has since been prepared
							B & T 12	9 x Monthly Reports on the Implementation of mSCOA. Budgeting (seven segments) produced and submitted to SMC by the 30th of June 2017	Budget to be done on SAP Budget Module	1 (69% & below )	Non availability of the budget module from SAP caused the delay in making the information available	Currently 2017/18 is already loaded into SAP in version 5.4 the same shall be converted into version 6.1 and submitted to National Treasury

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							MSCOA 01	100 X Council Staff training facilitated on mSCOA either through accredited or non-accredited training done through National Treasury by the 30th of June 2017	Service is readily available to undertake training challenge of the venue is being addressed it is anticipated that training shall start full swing in July	2 (70% - 99%)	addressing technical challenges with the service provider thereby ensuring that training venue is appropriate and conducive for training	training material and computers are being organised to ensure the smooth running of training hence the delay in commencing with the training
TOTAL					44	6						
3	INFRASTRUCTURE SERVICES	PROJECT MANAGEMENT OFFICE	6	0	6	1	PMU 02	24 x Bi-weekly reports sent out every second Wednesday to project managers within business units on expenditure (MIG/OGF/CNL Budget) by the 30th of April 2017	17 x Bi-weekly reports sent out every second Wednesday to project managers within business units on expenditure (MIG/OGF/CNL Budget) by the 30th of April 2017	2 (70% - 99%)	No progress in most sites for the first three months of financial year, due to non-payment of the Service providers	Invoices must be sent to PMO for processing, and the Project Champions have to start attending the Meetings

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								the 30th of June 2017				
TOTAL					6	1						
4	CORPORATE SERVICES	LEGAL SERVICES	7	0	7	3	LGLO2	1 X specified bylaws (wayleaves) submitted to SMC for authority to invite comments by the 31st of May 2017	Further input on the policy is being awaited from the various technical departments. Draft framework bylaws completed.	2 (70% - 99%)	Further input on the policy is being awaited from the various technical departments.	Technical Departments to provide technical inputs to finalise policy.

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							LGLO4	100% completion of all requests for drafting and/or provision of legal input into contracts within 10 working days of receipt of the request/notification by Legal Services subject to all relevant information having been made available to legal services by the 30th of June 2017	Not all legal input provided into contracts within the required time periods.	2 (70% - 99%)	Two of the four professional staff were absent from work for extensive periods during quarter 2 due to medical reasons resulting in capacity constraints.	Improve work planning and prioritization.

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							LGLO5	100% legal advice provided within 7 working days of receipt of the request/notification by Legal Services subject to all relevant information having been made available to legal services by the 30th of June 2017	Not all comments legal advice provided within 7 working days of receipt of the request/notification by Legal Services by the 30th of June 2017	2 (70% - 99%)	Two of the four professional staff were absent from work for extensive periods during quarter 2 due to medical reasons resulting in capacity constraints.	Improve work planning and prioritization.

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		INFORMATION COMMUNICATION TECHNOLOGY	6	0	6	1	ICT 07	5 x CT Policies (ICT Security Policy, Backup and Recovery Policy, Change Management and Control Policy, User Account Management Policy and Service Desk and Incident Management Policy) updated & submitted to SMC for onward submission to Council by the 31st of October 2016	Changes were made to the policies to conform to the current standard format and submitted to the OD unit.	2 (70% - 99%)	OD to approve the policies.	OD to approve the policies.
		SECRETARIAT & AUXILIARY SERVICES	6	0	6	3	SG 04	1 x Folding Machine procured by the 30th of June 2017	Tender Evaluation by the 31st of January 2017	2 (70% - 99%)	N/A	N/A



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							SG 05	1 x Compressor procured by the 30th of June 2017	Tender Evaluation by the 31st of January 2017	2 (70% - 99%)	N/A	N/A
							SG 06	1 x Trolley procured by the 30th of June 2017	Tender Evaluation by the 31st of January 2017	2 (70% - 99%)	N/A	N/A
		HUMAN RESOURCES	9	0	9	3	HR 02	60 x Councillors trained in line with the 2016/17 Workplace Skills Plan by the 30th of June 2017	27 Councillors were trained in line with the 2016/17 Workplace Skills Plan	1 (69% & below )	1.Delays in the appointment of Training Providers due to re-advertisemen t of Training programmes as there were no suitable providers. 2.Training implementation was suspended due to non-availability of Cllrs as they are engaged	Get buy-in and support from Speakers Office.

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											on the bi – elections campaigns. 3. Poor attendance of Councillors at the 2 programmes implemented.	
							HR 03	1020 x Employees trained in line with the 2016/17 Workplace Skills Plan by the 30th of June 2017	655 Employees were trained in the 2016/2017 Workplace Skills Plan	1 (69% & below )	1.Delays in the appointment of Training Providers due to re-advertisemen t of Training programmes as there were no suitable providers. 2.Delays in the turnaround time of approval from MM's Office and SCM to the appoint training	Review Appointment Process and work closer with Supply Chain Unit

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											providers. 3. Due to the above delays the funding to appoint training providers were exhausted and the training has to be implemented in the 2017/2018 Financial Year.	
							HR 06	1020 x Employees trained in line with the 2016/17 Workplace Skills Plan by the 30th of June 2017	655 Employees were trained in the 2016/2017 Workplace Skills Plan	1 (69% & below )	1.Delays in the appointment of Training Providers due to re-advertisemen t of Training programmes as there were no suitable providers. 2.Delays in	Review Appointment Process and work closer with Supply Chain Unit

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											the turnaround time of approval from MM's Office and SCM to the appoint training providers. 3. Due to the above delays the funding to appoint training providers were exhausted and the training has to be implemented in the 2017/2018 Financial Year.	
TOTAL					28	10						

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5	SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW NARRATIVE	TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING , ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI)	22	0	22	1	TP & EM 36	100% coordination of public knowledge programmes (Coordinating stakeholder engagement, Newspaper article and notices, radio slot) on the Formalization process of Ambleton/She nston by the 30th of June 2017	Social facilitators have been appointed	2 (70% - 99%)	This item is handled by Human Settlements. Human Settlements stopped the process of Public Notification	This item must be under Human Settlements. Written MEMO of taking out this item from LMO

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		TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (BUILDING CONTROL & ENVIRONMENTAL HEALTH)	15	0	15	4	IP&S 09	After approval of new process, 95% of all Billboard or Ground Sign applications on Council owned property processed (approved or declined) within 60 days of receipt of applications by the 30th of June 2017	New approval process not approved, so no applications approved.	1 (69% & below )	New approval process not yet approved	Report approved by SMC 14 June 2017, recommended to SD&CE Portfolio Committee (August 2017).
							IP&S 10	Appointment of Signage Management Company to manage all Outdoor Advertising Signage by 31 March 2017.	Signage Management Company not appointed.	1 (69% & below )	Signage Management Company not yet appointed due to faulty SCM process.	In SCM process. To next meeting of BEC.

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							IP&S 11	Appointment of Clean-up Co-operatives/ Companies to deal with all illegal signage by 31 March 2017.	Signage Clean-Up co-operative/s not yet appointed.	1 (69% & below )	Clean-up co-operatives not yet appointed due to faulty SCM process.	In SCM process. BAC to approve cancellation and re-advertisement of contract.
							IP&S 12	Submission of 3 x monthly reports to SMC on the removal of all illegal advertising signage on Council property, detailing results of the clean-up, following the appointment of Clean-up Co-operatives/ Companies by	No monthly reports submitted due to non-appointment of Clean-Up co-operative/s.	1 (69% & below )	Clean-up co-operatives not yet appointed due to faulty SCM process.	BAC to approve re-advertisement of tender. Clean-up co-operatives expected to be appointed in October 2017.

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								the 30th of June 2017				
		HUMAN SETTLEMENTS	34	0	34	20	HS 13	WULA application prepared and submitted to the Department of Water and Sanitation by the 30th of June 2017	WULA not prepared. The Tripartite Agreement Contract has been submitted to Municipality for signing by the City Manager but it has been deferred back for discussion between DoHS and Municipal Manager. It should be noted that the Environmental Authorisation (RoD) for this project is in place. Once it is in place the IA will commence with Detailed Planning for the project.	1 (69% & below )	The delays in the renewal of contract of which and Municipality does not have control has over contracting process.	To fast track signing of Tripartite agreement contract
							HS 14	WULA application prepared and submitted to the Department	WULA not prepared. The Tripartite Agreement Contract has now been signed by all parties. The IA has started	2 (70% - 99%)	The delays in the renewal of contract of which the Municipality does not have	The IA has submitted quotation for WULA and is now in a process to



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								of Water and Sanitation by the 30th of June 2017	packaging Water Use License Application for the project which will be submitted to the Department of Water and Sanitation for approval.		control has over contracting process. The IA has not appointed the service provider to prepare the WULA application because the Tripartite agreement was signed on the only signed towards the end of May 2017 by the HoD. Municipality has No control over contracting process.	appoint an Environmental list to prepare the WULA application

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							HS 16	Draft Environmental Impact Assessment Report prepared and submitted to KZNEDTEA by the 30th of June 2016	The Tripartite Agreement Contract is with the Municipality once the contract has been signed. The Service provider will be able to submit all work undertaken	1 (69% & below )	There is no contract in place therefore the IA cannot submit or undertake any work	The Acting City Manager to sign the Tripartite Agreement
							HS 17	Draft Environmental Impact Assessment Report prepared and submitted to KZNEDTEA by the 30th of June 2016	The Tripartite Agreement Contract is with the Municipality once the contract has been signed. The Service provider will be able to submit all work undertaken.	1 (69% & below )	There is no contract in place therefore the IA cannot submit or undertake any work	The Acting City Manager to sign the Tripartite Agreement

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							HS 18	Implementing Agent for Glenwood South East Sector IRDP housing appointed by the 30th of June 2017	BID Evaluation Report was presented on the 7th of June 2017 to the BID evaluation committee. The report was deferred back to SCM for amendments.	2 (70% - 99%)	The report was differed to SCM for amendments.	Amendments to be incorporated by SCM by 31 July 2017.
							HS 19	2 x properties acquired for housing construction by the 30th of June 2017	The target has not achieved due to budget constraints at GEVDI office. Since the land has not yet been acquired by the Municipality the DoHS emphasised that they will not provide funding for the project until the land has been acquired and transferred to the Municipality.	1 (69% & below )	Lack of funding for Land acquisition	GEVDI to fast-track the land acquisition process

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							HS 20	Stage 2 application for Signal Hill prepared and submitted to DoHS by the 30th of June 2017	The Report was presented to the BAC committee and was approve subject to amendments.	2 (70% - 99%)	The report has been referred back for amendments.	The BAC Report will be presented on the 30th of June 2017 to address comments that were made.
							HS 22	Implementing Agent for Harewood housing appointed by the 30th of June 2017	The Bid Evaluation report was presented on the 7 June 2017 and was approved by the Bid Evaluation committee (BEC). The recommendation of the BEC will be presented in the next meeting of the Bid Adjudication Committee (BAC).	2 (70% - 99%)	Supply Chain is Evaluation of the Tender documents took very long time to be completed due to many tender documents received.	To present to the Bid evaluation committee
							HS 23	Implementing Agent for Caluza, Smero and Bhubhonono housing appointed by the 30th of June 2017	BID Evaluation Report was presented on the 7th of June 2017 to the BID evaluation committee.	2 (70% - 99%)	Supply Chain received many documents and has to conclude evaluation. Due to shortage of	The BAC Report will be presented to the Bid Evaluation Committee by the 31 <sup>st</sup> July 2017.

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											capacity the process took long	
							HS 24	Implementing Agent Snathing Phase 1 housing appointed by the 30th of June 2017	BID Evaluation Report was presented on the 7th of June 2017 to the BID evaluation committee.	2 (70% - 99%)	Supply Chain received many documents and has to conclude evaluation. Due to shortage of capacity the process took long	The BAC Report will be presented to the Bid Evaluation Committee by the 31 <sup>st</sup> July 2017.
							HS 25	100% Land Acquisition in wards 16,21 & 22 for housing projects completed by the 30th of June 2017	Various portions of land have been acquired by GEVDI for this project. However, it has not been concluded.	2 (70% - 99%)	There are various properties to be acquired through expropriation. This process is lengthy	Speed up the process and engage legal reps to finalise expro and friendly sales.
							HS 26	73 x new housing units completed for Willowfountain EE Phase 1 by the 30th of June 2017	Project at tender Evaluation Stage	2 (70% - 99%)	Delay on Procurement process. access to site and there is heavy boulders	Fast racking of Appointment process. Use TLB to dig and get material on site.

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											cannot use manual labour to remove	

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							HS 27	Completion of 60 Units and Renovation of 50 Units.	24 units have been completed. 8 Units are at roof level and 12 units are at wall-plate level. 20 units have been handed over. Building plans have been approved and began. Renovation to one double storey and one single unit completed. Temporary camp 50 units completed. The IA has submitted a BOQ for renovations to DoHS and still waiting for an approval from consultant BMK, last approval was on 16 December 2016. The IA has requested to demolish further structures from DoHS.	2 (70% - 99%)	The demolition approvals for beneficiaries have not been concluded. Slow pace of Implementing Agent. Where there is approval for demolitions beneficiaries refuse to move to none electrified transit camps.	The approval of the demolitions. The approval of the BOQ for renovations by BMK. More sub-contractures have been employed on site. Get electricity for transit camp

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							HS30	60 x new housing units constructed in ward 10 (Edendale Unit s Phase 8 Ext.) by the 30th of June 2017	8 Units have been completed and handed, 10 units are at roof level. 20 units are at wall plate level. 11 slabs have been cast.	2 (70% - 99%)	Slow progress by the Implementing Agent. The meeting was held with the IA to instruct them to increase the resources and speed up the process.	Implementing Agent to increase resources to speed up the project.
							HS31	16 x temporary housing units completed in ward 32 (Happy Valley Housing project) by the 30th of June 2017.	Project at tender Evaluation Stage	2 (70% - 99%)	Delay on Procurement process.	Fast racking of Appointment process.
							HS32	20 x temporary housing units completed in ward 32 (Site 11 Housing project) by the 30th of June	Project at tender Evaluation Stage	2 (70% - 99%)	Delay on Procurement process.	Fast racking of Appointment process.



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								2017				
							HS33	25 x temporary housing units completed in ward 38 (Thamboville Housing project) by the 30th of June 2017s.	Project at tender Evaluation Stage	2 (70% - 99%)	Delay on Procurement process.	Fast racking of Appointment process.
							HS34	20 x temporary housing units completed in ward 38 (Glenwood Q- Section Housing project) by the 30th of June 2017.	Project at tender Evaluation Stage	2 (70% - 99%)	Delay on Procurement process.	Fast racking of Appointment process.
							HS35	25 x temporary housing units completed in ward 38 (Thembalihle Housing	Project at tender Evaluation Stage	2 (70% - 99%)	Delay on Procurement process.	Fast racking of Appointment process.

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								project) by the 30th of June 2017				
							HS36	1 x Project Close-out report for NUSP Phase 2B prepared and submitted to SMC by the 30th of June 2017	The Close-out report for NUSP Phase 2B was prepared but not submitted.	2 (70% - 99%)	The report was not submitted as it is in a draft format as the final close-out report is awaited from the Service Provider who has not been able to finalise the report.	Put pressure on the Service Provider to finalise the report to the Municipality so as to finalise the close-out report and submit to SMC.
		CITY ENTITIES (SAFE CITY, TOURISM, AGRICULTURE (MARKET	23	0	23	12	CE 26	100 % Establishment of the Pmb Airport as a Municipal Entity by the 30th of June 2017	Advert to establish a board was done and resume received and report written to SMC for finality	2 (70% - 99%)	SMC has not taken decision on Entity board members	Subject to the Council

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		& FORESTRY) , ART GALLERY & THEATRES & AIRPORT)					CE 27	100% Implementation of the Business plan, Organisational structure approved by council & appointment of the Board by the 28th of February 2017	Advert to establish a board was done and resume received and report written to SMC for finality	2 (70% - 99%)	SMC has not taken decision on Entity board members	Subject to the Council
							CE 28	100% Fully functional Market (Market manager appointed) by the 31st of December 2017	Interviews have been conducted for Market manager.	2 (70% - 99%)	Finalization of the process and appointment	Finalization of a process and Priority post budget allocation.

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							CE 29	100% Implementation of the Business plan, Organisational structure approved by council & appointment of the Board by the 30th of June 2017	THE ADVERT FOR THE BOARD WAS DONE AND THE RESPONSES WERE RECEIVED AND EVALUATED, THE RECOMMENDED CANDIDATE WERE FORWARDED TO SMC FOR CONSIDERATION AND WE ARE WAITING FOR DECISION.	2 (70% - 99%)	SMC has not taken decision on Entity board members	Subject to the Council
							CE 30	100% Fully functional Forestry entity (Board appointed and CEO appointed) by the 30th of June 2017	The advert for the board was done and the responses were received and evaluated, the recommended candidate were forwarded to smc for consideration and we are waiting for decision.	2 (70% - 99%)	SMC has not taken decision on Entity board members	Subject to the Council

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							CE 31	100% Implementation of the Business plan, Organisational structure approved by council & appointment of the CEO by the 30th of June 2017	The advert for the board was done and the responses were received and evaluated, the recommended candidate were forwarded to smc for consideration and we are waiting for decision.	2 (70% - 99%)	SMC has not taken decision on Entity board members and only the board will be eligible to appoint CEO	Subject to the Council
							CE 35	Service Level Agreements with Winstill Churchill reviewed and submitted to SMC by the 31st of December 2016	Meeting with respective stakeholders were completed however the business plan was delayed. Terms of reference completed and awaiting comments from stakeholders	1 (69% & below )	The whole project was delayed due to stakeholder meetings being cancelled and no sitting in time	To ensure stakeholders do participate and attend meetings. For stakeholders to comment on TOR so as to finalize the project

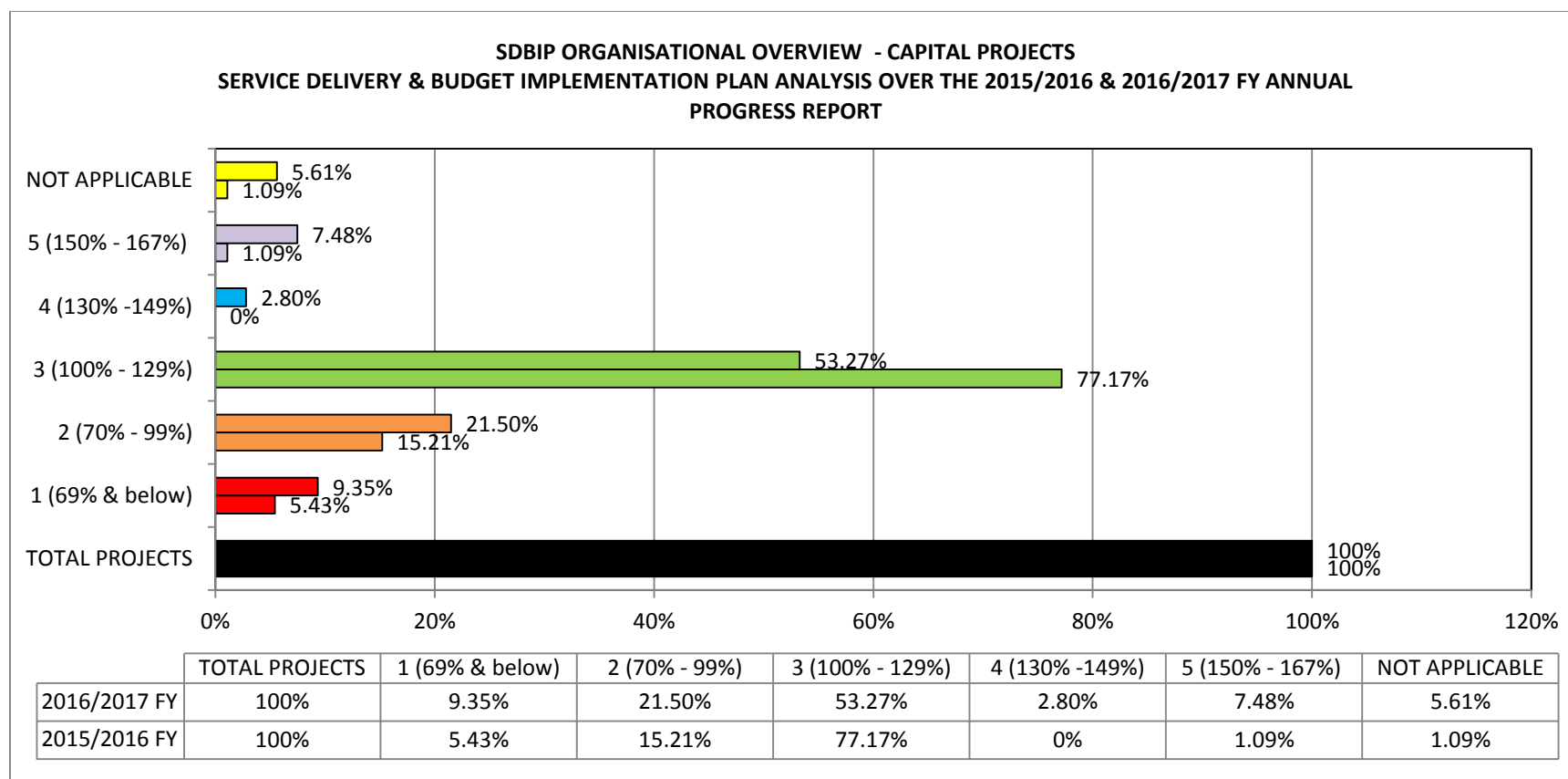
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							CE 36	Trust Deed of the Tatham Art Gallery reviewed and submitted to SMC by the 31st of December 2016	Meeting with respective stakeholders were completed however the business plan was delayed. Terms of reference completed and awaiting comments from stakeholders	1 (69% & below )	The whole project was delayed due to stakeholder meetings being cancelled and no sitting in time	To ensure stakeholders do participate and attend meetings. For stakeholders to comment on TOR so as to finalize the project
							CE 39	4 x Quarterly assessments of Winston Churchill conducted annually by the 30th of June 2017	2 x Quarterly assessments of Winston Churchill conducted annually by the 30th of June 2017	1 (69% & below )	Delays in commencing with the process of assessments	To ensure in future that planned targets are met
							CE 41	Business Plan for Winstill Churchill reviewed and submitted to SMC by the	Meeting with respective stakeholders were completed however the business plan was delayed. Terms	1 (69% & below )	The whole project was delayed due to stakeholder meetings	To ensure stakeholders do participate and attend meetings. For stakeholders

NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	OP REFERENCE	ANNUAL- PROJECTED TARGET	ANNUAL PROGRESS- ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
								31st of December 2016	of reference completed and awaiting comments from stakeholders		being cancelled and no sitting in time	to comment on TOR so as to finalize the project
							CE 42	Business Plan for reviewed and submitted to SMC by the 31st of December 2016	Meeting with respective stakeholders were completed however the business plan was delayed. Terms of reference completed and awaiting comments from stakeholders	1 (69% & below )	The whole project was delayed due to stakeholder meetings being cancelled and no sitting in time	To ensure stakeholders do participate and attend meetings. For stakeholders to comment on TOR so as to finalize the project
							CE 44	100% Review the partnership between the Province, the District and the Municipality in managing theatre	Report submitted to GM : SD & CE	1 (69% & below )	Report returned by GM.	Met with DoAC regarding plan. Province to re-appoint Board first.

NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PATIALLY MET	OP REFERENCE	ANNUAL- PROJECTED TARGET	ANNUAL PROGRESS- ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
								completed by the 31st of May 2017				
TOTAL					94							



## GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



1. A total of 220 Operating Projects were reported on the Operational Plan ANNUAL 2016/2017 FY PROGRESS REPORT whereas 133 in 2015/2016 FY
2. 9.35 % of the projects were reported as having achieved a 1 on the Operational Plan for ANNUAL 2016/2017 FY PROGRESS REPORT whereas 5.43% in 2015/2016 FY
3. 21.50% of the projects were reported as having achieved a 2 on the Operational Plan ANNUAL 2016/2017 FY PROGRESS REPORT whereas 15.21% in 2015/2016 FY
4. 53.27% of the projects were reported as having achieved a 3 on the Operational Plan for the ANNUAL 2016/2017 FY PROGRESS REPORT whereas 77.17 in 2015/2016 FY
5. 2.80% of the projects were reported as having achieved a 4 on the Operational Plan for the ANNUAL 2016/2017 FY PROGRESS REPORT whereas 0% in 2015/2016 FY
6. 7.48% of the projects were reported as having achieved a 5 on the Operational Plan for the ANNUAL 2016/2017 FY PROGRESS REPORT whereas 1.09% in 2015/2016 FY
7. 5.61% of the projects were reported as not applicable due to not having any targets on the Operational Plan ANNUAL 2016/2017 FY whereas 1.09% in 2015/2016 FY

#### **COMMENT ON PERFORMANCE OVERALL – SDBIP (OPERATING & CAPITAL PROJECTS) & OP (ALL PROJECTS)**

In terms of the Operating projects on the SDBIP, in the 2016/2017 FY Msunduzi Municipality achieved 69.23% in terms of the targets that were met, whereas in the 2015/2016 FY 68.75% of the targets were met. This indicates a slight improvement of 0.48% increase in targets met.

In terms of the Capital projects on the SDBIP, in the 2016/2017 FY Msunduzi Municipality achieved 65.42% in terms of the targets that were met, whereas in the 2015/2016 FY 77.14% of the targets were met. This indicates a regression of 11.72% increase in targets met.

In terms of All Projects on the OP, in the 2016/2017 FY Msunduzi Municipality achieved 71.09% in terms of the targets that were met, whereas in the 2015/2016 FY 80.25% of the targets were met. This indicates a regression of 9.16% increase in targets met.

#### MEASURES UNDERTAKEN AS PER S46 OF THE MUNICIPAL SYSTEMS ACT TO IMPROVE PERFORMANCE

During the 2016/2017 financial year a number of measures were undertaken as per S46 of the Municipal Systems Act to improve the overall performance of the Municipality in order to ensure that Msunduzi Municipality continuously maintains a clean audit on Performance Management and Information as a clean audit was obtained in the 2015/2016 FY. The measures undertaken where as a result of the Auditor Generals findings of previous financial years in respect of SMARTNESS of indicators, linkage of indicators between the Integrated Development Plan (IDP) and the Service Delivery & Budget Implementation Plan (SDBIP), poor quality Portfolios of Evidence & inaccurate reporting against quarterly and annual targets set at the beginning of the financial year.

#### THE FOLLOWING TABLE AIMS TO DESCRIBE THE MEASURES UNDERTAKEN TO IMPROVE PERFORMANCE:

MEASURES UNDERTAKEN TO IMPROVE PERFORMANCE IN THE 2016/2017 FINANCIAL YEAR						
NUMBER	DEPARTMENT RESPONSIBLE	PERSON RESPONSIBLE	ACTION TAKEN	STATUS	REASON FOR DEVIATION	CORRECTIVE MEASURE
1	Office of the Municipal Manager	Mr. S HADEBE (CM - Acting)	Management took a decision to separate the functions of the Organization whereby only Service Delivery & Public Participation functions & projects that were budgeted for would be placed on the SDBIP, all other auxiliary functions and projects would be placed on an Operational Plan.	Completed	N/A	N/A
2	Internal Audit	Mrs. P Stamper	At the approval of the SDBIP 2016/17 by the Mayor, the Office of the Municipal Manager forwarded both the SDBIP & OP 16/17 to the Internal Audit unit for an audit on SMARTNESS and Alignment to the IDP. Internal Audit conducted and Audit and presented the findings.	Completed	N/A	N/A
4	Office of the Municipal Manager	Ms. Nqobile Madonda	Upon completion of the Audit of the SDBIP & OP by Internal Audit, the Office of the MM then conducted a review of the SDBIP in order to rectify the findings presented. A report on the completed review was prepared and submitted to the Strategic Management Committee (SMC) for approval and finally to the FULL COUNCIL for approval and noting.	Completed	N/A	N/A

MEASURES UNDERTAKEN TO IMPROVE PERFORMANCE IN THE 2016/2017 FINANCIAL YEAR						
NUMBER	DEPARTMENT RESPONSIBLE	PERSON RESPONSIBLE	ACTION TAKEN	STATUS	REASON FOR DEVIATION	CORRECTIVE MEASURE
5	Office of the Municipal Manager	Mr. S HADEBE (CM - Acting)	Upon the Auditor General releasing their report on the Audit Opinion for the Municipality, the City Manager set up the Controls Transformation Steering Committee which meets bi-weekly to deal with the Auditors Queries. In preparation for the meetings and Action Plan is initially created and reviewed as progress is made in order to fully resolve all queries. The Audit Action Plan contains queries for both financial and non-financial activities including performance management queries.	Completed	N/A	N/A
6	Office of the Municipal Manager	Mr. S HADEBE (CM - Acting)	The Municipal Systems Act makes provision that the municipality must on a quarterly basis prepare a quarterly report on the SDBIP performance. Management took a decision to go a step further and have monthly meetings to discuss the progress made towards achieving targets on the SDBIP & OP. Meetings are held once a month. Reports on the SDBIP & OP are presented to the Operational Management Committee which is constituted of the Municipal Manager, Deputy Municipal Managers, Process Managers and all Managers reporting directly to the Municipal Manager. At the meetings monthly or quarterly reports are discussed in-depth before onwards transmission to the relevant portfolio committees.	Completed	N/A	N/A
7	Office of the Municipal Manager	Ms. Nqobile Madonda	Reports discussed at the OMC monthly meetings are presented by the Office of the Municipal Manager at Portfolio Committees, Executive Committee, Full Council, the Municipal Public Accounts Committee and the Audit Committee.	Completed	N/A	N/A

MEASURES UNDERTAKEN TO IMPROVE PERFORMANCE IN THE 2016/2017 FINANCIAL YEAR						
NUMBER	DEPARTMENT RESPONSIBLE	PERSON RESPONSIBLE	ACTION TAKEN	STATUS	REASON FOR DEVIATION	CORRECTIVE MEASURE
8	Office of the Municipal Manager	Ms. Nqobile Madonda	Review of the Organizational Performance Management Framework and the Individual Performance Management Policy was conducted and submitted to the Strategic Management Committee for approval and was subsequently approved. The policies have been forwarded to the Corporate Services portfolio committee and Local Labour Forum. A workshop was conducted for Union members as well. Awaiting the Local Labour Forum approval for onwards transmission to the Executive Committee and Full Council.	In Progress	Local Labour still to approve the policies	Local Labour to approve the policies and/or respond with queries
9	Office of the Municipal Manager	Ms. Nqobile Madonda	Management took a decision that Individual Performance Management would be cascaded to level 3 employees until such time the organization was ready to go to the next levels and finally all employees. The Municipal Manager, Deputy Municipal Managers, Process Managers and all Managers reporting directly to the Municipal Manager x 34 signed Performance Agreements which included, personal development plans, the code of conduct, financial declarations of private interests as well as workplans. The Systems Act says that all section 56/57 Managers Performance agreements must be made public within 14 days after the approval of the SDBIP by the Mayor. This was completed through the Publishing of the CM & GMs performance agreements on the municipal website. Copies of the signed performance agreements were also forwarded to CoGTA as per circular 7 of 2015.	Completed	N/A	N/A
11	Office of the Municipal Manager	Ms. Nqobile Madonda	A report in terms of the Municipal Systems Act on the appointment of Evaluation Panel members was developed and presented to the SMC, Corporate Services Portfolio Committee and the Executive Committee. Members were appointed and informed via written communication from the Office of the Municipal Manager.	Completed	N/A	N/A

MEASURES UNDERTAKEN TO IMPROVE PERFORMANCE IN THE 2016/2017 FINANCIAL YEAR						
NUMBER	DEPARTMENT RESPONSIBLE	PERSON RESPONSIBLE	ACTION TAKEN	STATUS	REASON FOR DEVIATION	CORRECTIVE MEASURE
12	Internal Audit	Mrs. P Stamper	After the performance assessments are conducted and the SDBIP & OP quarterly reports are completed, they are forwarded to the Internal Audit Unit. The Internal Audit unit then Performs an audit on the results presented in the respective documents. Reports on the IA findings are produced and submitted to Management for comments.	Completed	N/A	N/A
13	Office of the Municipal Manager	Mr. S HADEBE (CM - Acting)	During the OMC, the City Manager noted there was a slow pace on municipal expenditure on MIG funding & Grants. As a result it was resolved compulsory weekly meetings with all General Managers, Senior Managers and Project Champions will take place. The meetings looked at possible ways of fast-tracking expenditure on MIG funding & Grants.	Completed	N/A	N/A
14	Office of the Municipal Manager	Mr. S HADEBE (CM - Acting)	Msunduzi Municipality continues to implement a dashboard for performance management. In the reporting templates of the SDBIP & OP a graphical summary is included and on each sub-unit's reporting templates there are drop down menus which are Colour coded and linked to the graphical summaries. This further enhances oversight by the CM in respect of early warnings signals of Indicators coded as either red or brown in colour as these indicate targets are not being met and there are problems in those respective areas.	Completed	N/A	N/A
15	Office of the Municipal Manager	Mr. S HADEBE (CM - Acting)	Msunduzi Municipality is implementing a new format of the SDBIP & OP templates on which new columns have been included. These columns are for indicator level reporting (low level), whereby there are columns headed reason for deviation, corrective measures and timeframe to implement corrective measures. Where targets are not met or are partially met, the respective manager is required to populate these columns with responses which are interrogated at the Monthly OMC meetings by the CM.	Completed	N/A	N/A

MEASURES UNDERTAKEN TO IMPROVE PERFORMANCE IN THE 2016/2017 FINANCIAL YEAR						
NUMBER	DEPARTMENT RESPONSIBLE	PERSON RESPONSIBLE	ACTION TAKEN	STATUS	REASON FOR DEVIATION	CORRECTIVE MEASURE
16	Office of the Municipal Manager	Ms. Nqobile Madonda	The Office of the City Manager, having consulted with the AG, has developed and implemented a Standard Operating Procedure (SOP) for compilation and storage of performance information (portfolios of evidence) on the SDBIP & OP by strategic business units. The template requires sign off by both the incumbent & supervisor having satisfied themselves that the contents thereof is an accurate and true reflection of the recorded actual.	Completed	N/A	N/A
17	Office of the Municipal Manager	Ms. Nqobile Madonda	<p>In line with an Internal Audit report recommending the PMS unit conduct training with the PA's &amp; Secretaries of business units on the compilation of POE's, the PMS unit has since done a report for the SMC to determine who they want to train from their units inclusive of Managers and other staff as well as training to be conducted beyond just the compilation of POE's, but the include the following:</p> <p>Presentation on the OPMS Policy &amp; the SOP 2015/2016,  Presentation on IPMS Policy &amp; the SOP 2015/2016,  How to complete the SDBIP &amp; OP on a monthly &amp; quarterly basis,  How to use the POE cover sheet,  How to prepare the POE, and  How to complete the assessment forms &amp; workplans of the respective manager prior to assessments being completed – templates to be used, copies and submission.</p> <p>Training has also been conducted on the SMART principle.</p> <p>Training has since commenced and is in progress.</p>	Completed	N/A	N/A

<b>SECTION 1:      FUNCTIONAL AREA SERVICE DELIVERY REPORTING PER BUSINESS UNIT</b>
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## **1.      COMPONENT A: INFRASTRUCTURE SERVICES**

This component includes: Water Services, Sanitation Services, Electricity, Roads, Transportation Planning, and Storm Water & Mechanical Workshops.

### **1.1      WATER SERVICES**

Please find below basic terminology used commonly in Water & Sanitation content input.

#### **BASIC TERMINOLOGY**

Some of the standard definitions for international use used in this report have been included below for ease of reference and understanding:

- System Input Volume is the volume of water input to a distribution system.
- Authorized Consumption is the volume of metered and/or unmetered water taken by registered consumers, the water supplier or others who are authorized to do so, for domestic, commercial and industrial purposes (authorized consumption includes items such as firefighting and training, flushing of mains and sewers, street cleaning, watering of municipal gardens, public fountains and building water. These may be billed or unbilled, metered or unmetered according to local practice).

Water Losses of a system are calculated as:

- $\text{Water Losses} = \text{System Input Volume} - \text{Authorized Consumption}$  as per MFMA circular 71 of 2014 which is inclusive of Actual and Apparent losses.
- Water losses can be considered as a total volume for the whole system, or for partial systems such as bulk or reticulation. In each case the components of the calculation would be adjusted accordingly. Water Losses consist of Real and Apparent losses, and are collectively referred to as “Unaccounted-for Water.”
- Real Losses are physical water losses from the distribution system, up to the point of consumer metering. The volume lost through all types of leaks, bursts and overflow depends on frequencies, flow rates and average durations of individual leaks.
- Apparent Losses (or Commercial Losses) consist of unauthorized consumption (theft or illegal use) and all types of inaccuracies associated with bulk and consumer metering. For example, under-registration of bulk meters and over-registration of consumer meters leads to under-estimation of losses. Conversely, over-registration of bulk meters and under-registration of consumer meters leads to over-estimation of real losses. Apparent losses to be included into total water losses as per MFMA circular 71 of 2014.



- Unauthorized Consumption is generally associated with the misuse of fire hydrants and fire service connections, and illegal connections.
- Non-Revenue Water (NRW) is the difference between the System Input Volume and Billed Authorized Consumption. The Equitable share payment is factored in the category of Authorized Consumption and therefore is eliminated in the calculation of the Non-Revenue Water as a monetary component.

## INTRODUCTION TO WATER SERVICES

A government Gazette dated 13 June 2003 granted the Msunduzi Municipality the status of a Water services Authority whereby this Water Services Authority was empowered to perform the functions and exercise the powers referred to in Section 84(1) (b) of the Municipal Structures Act (117 of 1998) which provides for the provision of potable water supply and sanitation systems. In terms of Section 11 of the Water Services Act (108 of 1997), every Water Services Authority is obligated to ensure the adequate sustainable access to water and sanitation to all consumers within their area of jurisdiction.

In order to ensure that the City adheres to the aforementioned legislation and further ensure our citizens are adequately catered for; the following were the list of core achievements for 2016/17 financial year:-

- 1) A total of 9.4 km of defective water pipelines was replaced. A further 2.4 km of water pipe was replaced.
- 2) The 2016/2017 represented the 6th phase of a six year Non-Revenue Water Reduction Program. Total water losses dropped from 31.3% in the 2015-2016 financial year **to 28.9% in the 2016-2017 financial year.**

The following is a summary of Non-Revenue Water interventions undertaken 2016/2017 financial year:-

- 101 new and existing PRV's were audited and maintained during the last year. Of the 101 PRV's, 19 New Pressure Management Zones (PMZ's) designed and commissioned, while 86 existing PRV's were serviced/refurbished/replaced and the same PMZ's made discreet. All the PRV's are now functional and just requires advanced pressure management;
- 5 advanced PRV controllers were mounted and commissioned with real-time monitoring made accessible to Msunduzi staff. The 6 existing advanced PRV controllers were serviced and optimized to meet new pressure regimes as agreed by all (Except for CBD PRV's pending operational tasks to be completed);
- 56 of the required 85 Time Controllers (TC) have been retrofitted onto the PRV's that were audited. 44 of the 56 TC have been commissioned within the last 4 months;
- Accumulative savings in night flow to date is 372.1 kl/hr;
- 12 Reservoir supply zones were surveyed and found unmetered. 11 out of 12 feeds for these reservoir supply zones have been installed with bulk meters and now metered accurately (92% completion achieved);
- 20 BPT zones were inspected and 14 found unmetered. 8 out of 14 unmetered BPT's had bulk meters installed on the outlets during the last FY;

- In general, 94 sites were managed with planned civil works (modified/new chamber construction). 86 out of the 94 have been completed while remaining sites are pending implementation due to budget restraints;
  - 8 839km of reticulation was surveyed for leaks using leak detection methods. 7 914 Leaks found and 7 647 repaired to date (96% completion achieved). Estimated System Input Volume (SIV) reduction of 26,1 ML/day and monetary savings accounted to R48,3 million p.a. ;
  - 348 bulk consumer meters were replaced with new meters and correct installation to help increase revenue for the Municipality.
- 3) Reactively responded to 2138 burst mains.
  - 4) The City's bulk water purchases from Umgeni Water decreased from 191 ml /day in 2015/2016 to 171 ml/day in the 2016/2017.
  - 5) A total of 362 new water connections where completed.
  - 6) A total of 2011 water meters where replaced during the 2016-2017 financial year.
  - 7) The Top 3 priorities in relation to the 2016-2017 financial year is as follows:-
    - Reduce water losses and improve Revenue
    - Improve Operations and Maintenance
    - Complete Design and Planning phases for projects to be implemented in 2017-2018.
  - 8) The following picture shows Msunduzi Water Service Delivery area with the new demarcations including ward 39:

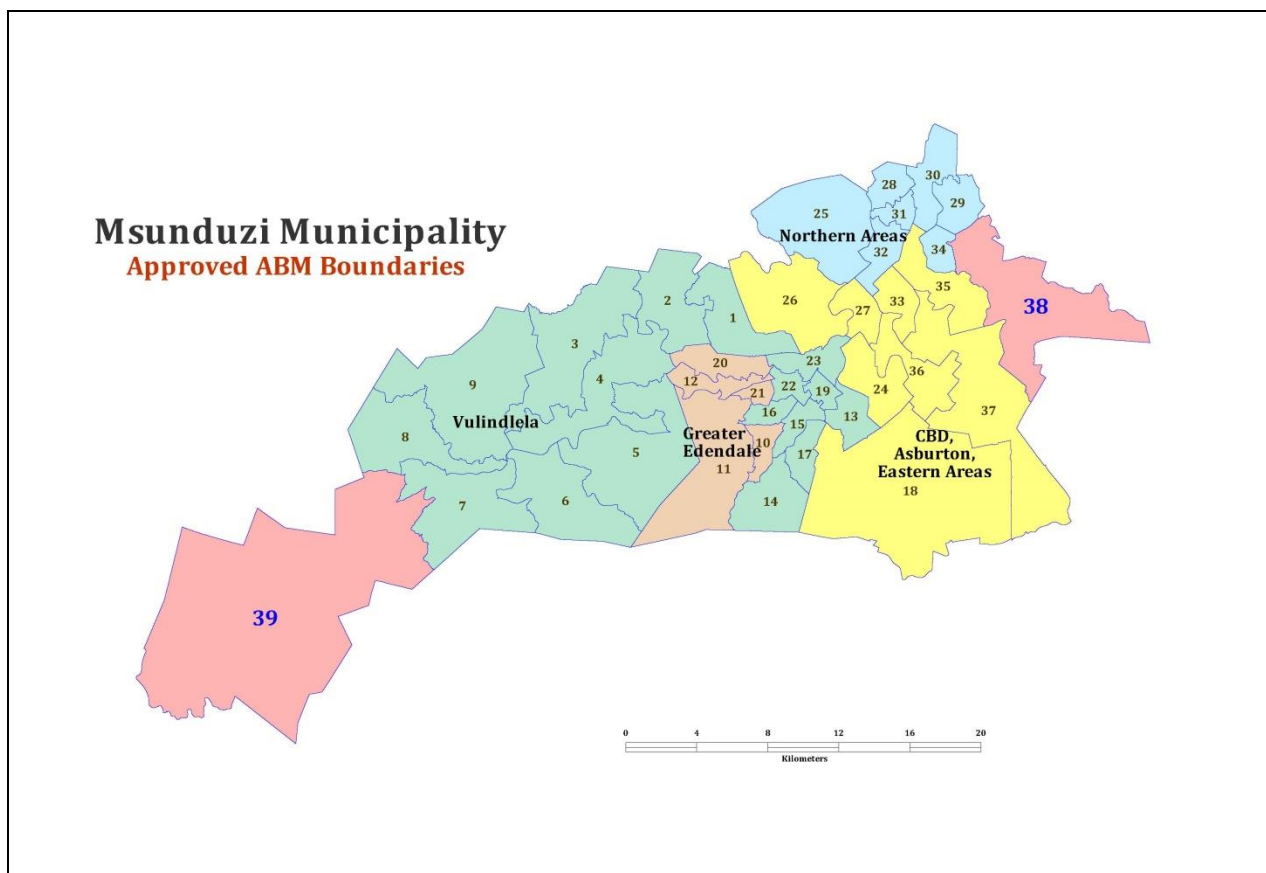
**PMB (New City and Old City):**

- 20 BPT zones were inspected and 14 found unmetered. 8 out of 14 unmetered BPT's had bulk meters installed on the outlets. During the current FY these same 8 BPT outlets were associated to the i2o portal in the MM control room for realtime monitoring of outflows;
- Two PMZ's for the MM CBD were desktop designed and are awaiting implementation. Implementation was delayed due to insufficient budget;
- 8 839km of reticulation was surveyed for Leaks using level 2 and 4 Detection methods. 8 740 Leaks found and 8 565 repaired to date (98% completion achieved). Estimated SIV reduction of **29,2 ML/day and monetary savings accounted to R53,6 million p.a. ;**
- Municipal backlog in 450 pipe leaks from HEAT system was undertaken as additional scope. These reported entries from the HEAT system were attended too;
- **24 733 Flow restrictor devices** (Restrictor Washers) were installed on domestic connections to reduce water consumption and overall the water demand of numerous supply zones;
- **Ad-hoc pipe repairs** for leaks on the 400mm main pipeline from Haythorns Reservoir to the Northdale area of supply. This was completed with a 150mm scour outlet for future system maintenance activities
- 6 BPT zones had been identified with high leakage factors after analysis. Leak detection surveys were conducted for the BPT supply zones and as such Taunton Rd BPT zone real losses were reduced by **10.8m<sup>3</sup>/h** from the result of this analysis;
- A piloted intervention was performed by the Consultant for the reduction of internal leakage. Internal leakage and repairs were first performed in the Haniville supply area. Contractors surveyed 847 houses and repaired 2808 leaks. The Haniville supply zone had a baseline night flow of **53m<sup>3</sup>/h and was minimized to a night flow of 35m<sup>3</sup>/h**. The approximated **savings accumulated to R1.229 million p.a.** for this supply zone;

- Reviewing the results from the piloted area, 5 other supply zones were targeted. These five were viz. Cinderella Park, Madiba Park, Thembalihle, Edendale Ward 19 and 23. In total, **4998 houses** were surveyed by the Contractors and **24 897 internal leaks were repaired**;
- Benefits of our work included updating of Municipalities' GIS info for supply systems as we progressed.

#### Vulindlela:

- Bulk meters inspected for 19 Reservoirs zones and maintained in working condition due to new installations of previous contract a year ago; **5 of these meters were refurbished** during the current FY;
- 184 Bulk meters audited within last FY i.e. zone meters, BPT outlet/inlet meters, district meters. 115 of the 184 inspected bulk meters not functional. 33 bulk meters refurbished/replaced to date under;
- 31 of 43 BPT sites were inspected and found unmetered, **20 of the 31 unmetered sites were installed with a new bulk meters** to measure minimum night flows and SIV per BPT zone. The remaining BPT sites had deteriorated storage tanks and were planned for replacement with PRV installations;
- 138 PRV's audited to date with **45 desktop designed PMZ's**;
- **2 605 km of reticulation was surveyed** for Leaks using level 2 and 4 Detection methods. 1 796 Leaks were found and 1 791 repaired to date (99% completion). Estimated SIV reduction of **7,25 ML/day** and **monetary savings accounted to R13,4 million p.a**;
- Benefits of our work included updating of Municipalities' GIS info for supply systems as we progressed.



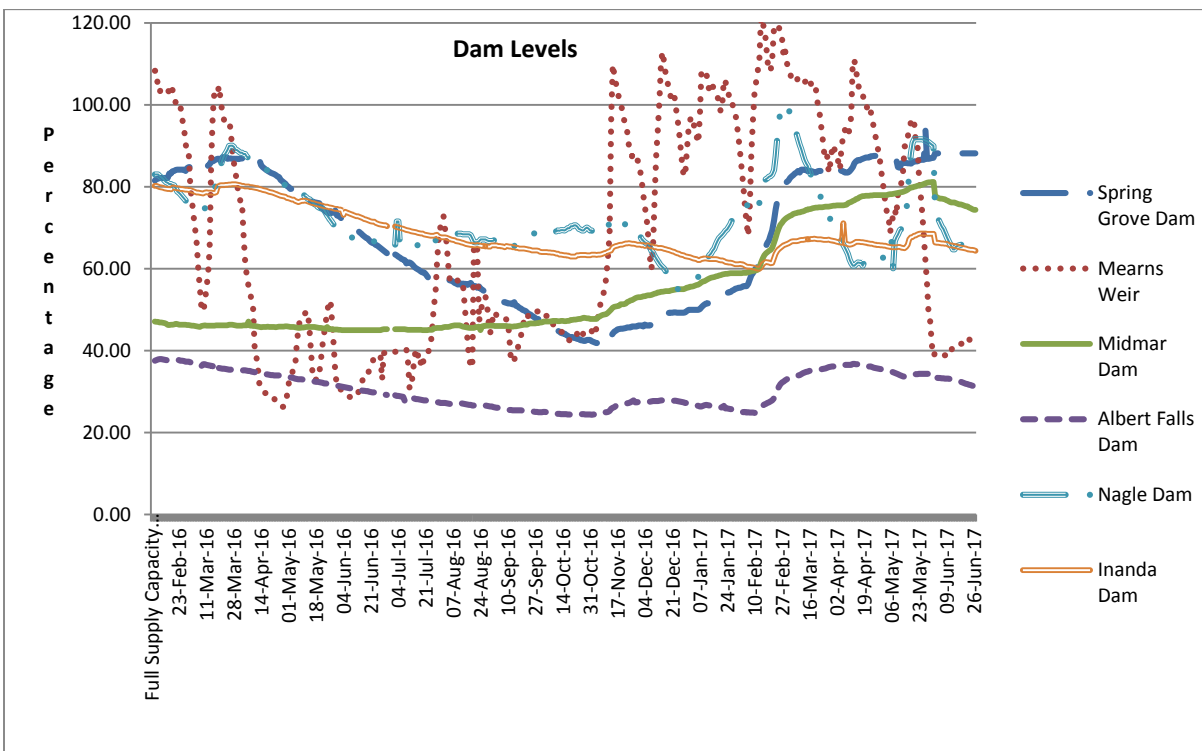
- 9) The Msunduzi Municipality was once again awarded the Blue Drop Status. The award is called Blue Drop with Platinum Status as Msunduzi Municipality has achieved its drinking water quality summa-cum-laude for 3 consecutive assessment periods.

The blue drop status was launched in 2008 by the Minister of Water affairs, with the focus on an excellence approach to drinking water provision and water quality management. It is important to note that Blue Drop Assessments do not only look at the quality of drinking water but the entire water provision cycle. It looks and scores, the competence and skills capacity of technical staff, the procedures that are followed in the event of an incident, the adequacy of the budget for maintenance purposes, proof of adequate maintenance on our water infrastructure, drinking water compliance(SANS 241 : 2011), Water use efficiency and Asset Management to name a few. The Msunduzi Municipality scored 97.97 percent and was ranked No. 1 in the country.

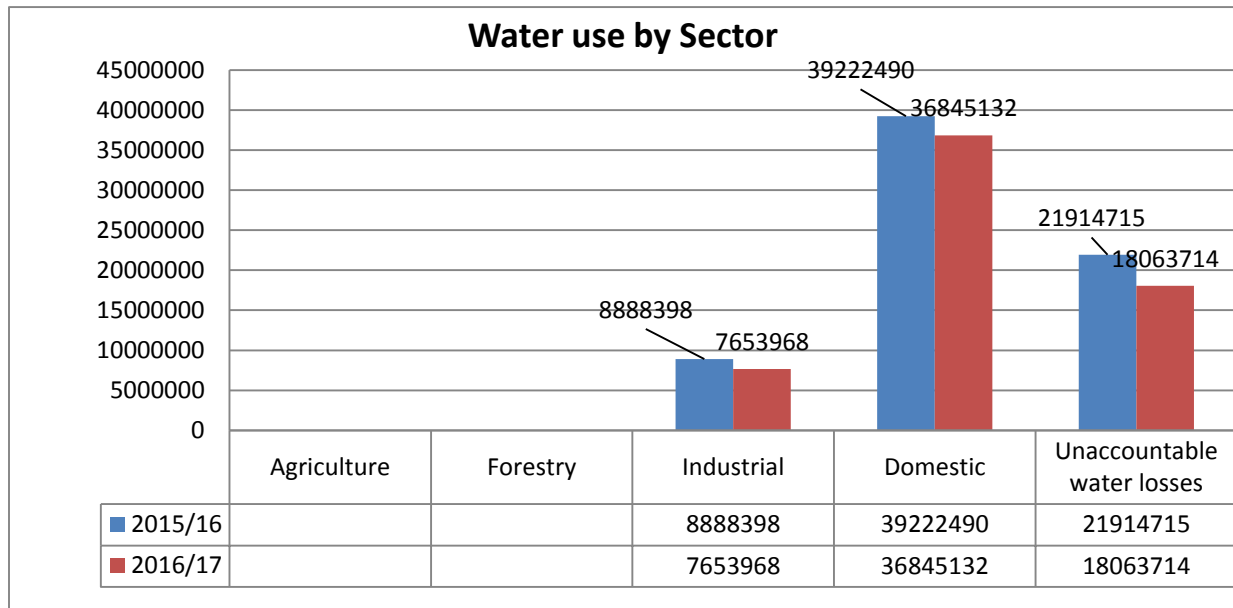


As per Ministerial directives; water demand/usage by all Municipalities, including categories A, B and C, must reduce their bulk water purchases by 15%. This initiative was implemented because of the drought situation that has reduced dam capacity levels significantly. A Resource conservation effort.

The graph below indicates the status quo of all Dam levels on the uMgeni Water System which also supplies Msunduzi Municipality. Due to the continuous prevailing drought conditions ; there is indication that the reduction of 15% of bulk Water Purchases will still be in effect for another year. From January 2017 dam levels were rising; however since May 2017 then, lack of rainfall indicates a decrease in levels.



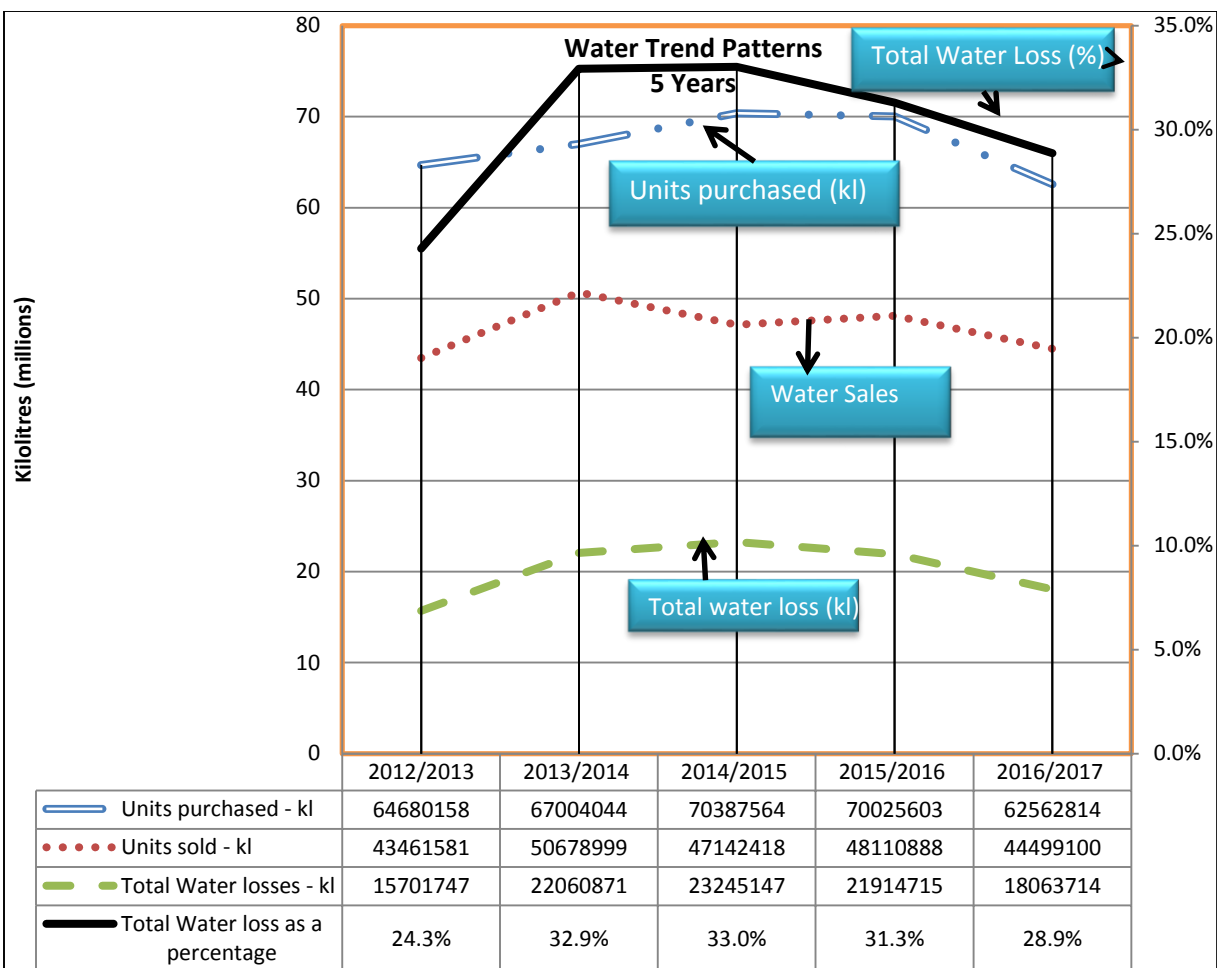
TOTAL USE OF WATER BY SECTOR (CUBIC METER)					
	Agriculture	Forestry	Industrial	Domestic	Unaccountable water losses
2015/2016	N/A	N/A	8888398	39222490	21914715
2016/2017	N/A	N/A	7653968	36845132	18063714



#### COMMENT ON WATER USE BY SECTOR

As indicated in the trend graph below; there is indication that bulk water purchases have been decreasing steadily from 2014. This can be attributed to the initiatives initiated in the Non-Revenue Water Reduction program. The continuation of this program and continued upgrade of the bulk water infrastructure will further add credibility to Water Conservation Mandates.

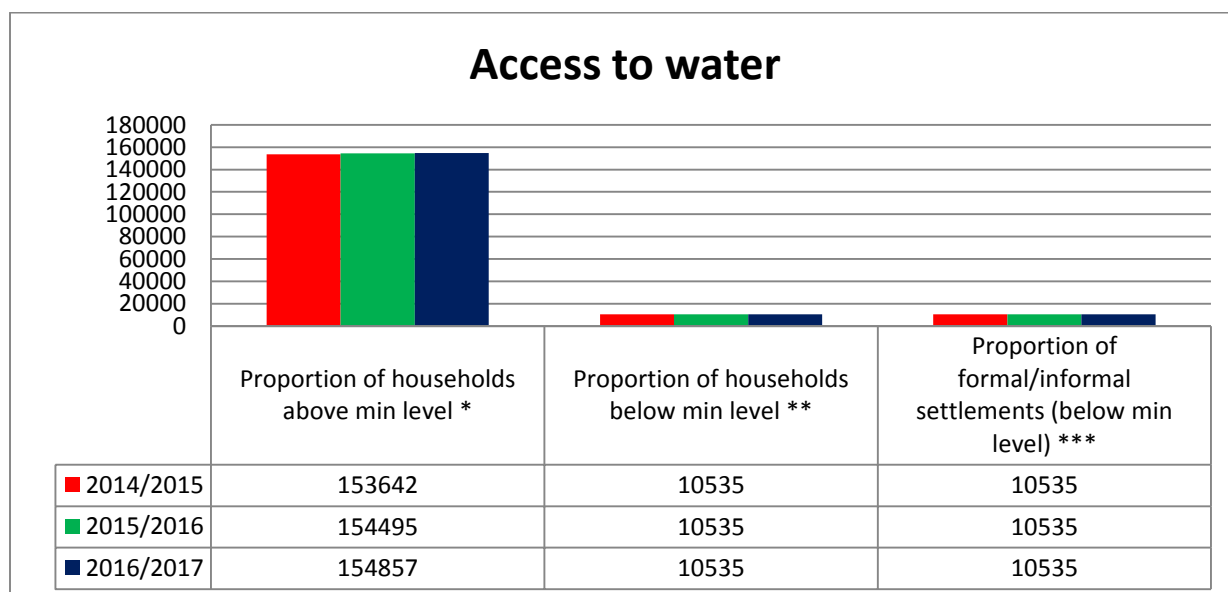
The ongoing drought conditions play a pivotal role in demand, supply and water usage which ultimately determines tariff structure and application.



WATER SERVICE DELIVERY LEVELS				
Description	2013/2014	2014/2015	2015/2016	Households
	Actual Number	Actual Number	Actual Number	Actual Number
<b>Water: (above min level)</b>				
Piped water inside dwelling	80690	80873	81128	81490
Piped water inside yard (but not in dwelling)	63301	63301	63899	63899
Using public tap (within 200m from dwelling )	9348	9228	9468	9468
Other water supply (within 200m)	N/A	N/A	N/A	N/A
<i>Minimum Service Level and Above sub-total</i>	153339	153642	154495	154857
<i>Minimum Service Level and Above Percentage</i>	93.4%	93.7%	94.4%	94%
<b>Water: (below min level)</b>				
Using public tap (more than 200m from dwelling)	6396	6396	6396	6396
Other water supply (more than 200m from dwelling)	N/A	N/A	N/A	N/A
No water supply	4259	4259	4139	4139
<i>Below Minimum Service Level sub-total</i>	10655	10535	10535	10535

WATER SERVICE DELIVERY LEVELS				
Description	2013/2014	2014/2015	2015/2016	Households 2016/2017
	Actual Number	Actual Number	Actual Number	Actual Number
<i>Below Minimum Service Level Percentage</i>	6.6%	6.5%	6.6%	6.6%
<b>Total number of households</b>	163994	164177	165030	163994

HOUSEHOLDS - WATER SERVICE DELIVERY LEVELS BELOW MINIMUM						
Description	2013/2014	2014/2015	2015/2016	2016/2017		
	Actual Number	Actual Number	Actual Number	Original Budget No.	Adjusted Budget No.	Actual Number
<b>Formal Settlements</b>						
Total Households	4462	3935	3935	6396	6396	6396
Households below minimum service level	4462	3935	3935	6396	6396	6396
Proportion of households below minimum service level	2.72%	2.4%	2.4%	4%	4%	4%
<b>Informal Settlements (Rural)</b>						
Total Households	4646	4488	4368	4139	4139	4139
Households below minimum service level	4488	4488	4368	4139	4139	4139
Proportion of households below minimum service level	2.65%	2.65%	2.6%	2%	2%	2%



(\*) Includes Piped water inside dwelling, piped water inside yard (but not in dwelling), Using public tap (within 200m from dwelling)

(\*\*) Includes using public tap (more than 200m from dwelling, other water supply (more than 200m from dwelling, No water supply

(\*\*\*) Includes Formal and Informal supply

WATER SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
W & S 01	NKPA 2 - BASIC SERVICE DELIVERY	Water	CNL - REHABILITATION OF WATER INFRASTRUCTURE	10 to 37	3 km of water pipe replaced by the 30th of June 2017	9 km of water piped constructed by the 31st May 2017	5 (150% - 167%)
W & S 13	NKPA 2 - BASIC SERVICE DELIVERY	Water	MIG - SERVICE MIDBLOCK ERADICATION IN SOBANTU, ASHDOWN & IMBALI (WATER)	15,35,19	0,5 km of water pipe installed by the 30 June 2017	2.4 km of water pipe installed by the 30st May 2017	5 (150% - 167%)
W & S 15	NKPA 2 - BASIC SERVICE DELIVERY	Water	MIG - MASTER PLANNING WATER	All	Final Phase 2 of Draft Water Master Plan Completed by 30th of June 2017	Review of Draft Water Master Plan completed by the 31st of May 2017	3 (100% - 129%)
W & S 17	NKPA 2 - BASIC SERVICE DELIVERY	Water	MWIG - REDUCTION OF NON REVENUE WATER	1 to 9	Reduced Total Water Losses by 1.5% from last 31.5% to 30% by the 30th of June 2017	Total Water Losses = 27.1% by the 31st of May 2017	3 (100% - 129%)



EMPLOYEE: WATER SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	79	275	190	85	31
T04-T08	30	53	22	31	58
T09-T13	26	99	40	59	60
T14-T18	3	14	3	11	79
T19-T22	1	1	1	0	0
T23-T25	-	-	-	-	-
<b>Total</b>	<b>139</b>	<b>442</b>	<b>256</b>	<b>186</b>	<b>42</b>

FINANCIAL PERFORMANCE 2016/2017: WATER SERVICES					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. Expenditure:</b>	<b>-588</b>	<b>0</b>	<b>0</b>	<b>-579</b>	<b>100%</b>
Employees	41 073	44 337	48 960	52 910	8%
Repairs and Maintenance	14 258	15 205	17 614	15 897	-10%
Other	118 718	119 405	154 899	255 027	-65%
<b>Total Operational Expenditure</b>	<b>174 049</b>	<b>178 947</b>	<b>221 473</b>	<b>323 834</b>	<b>46%</b>
<b>Net operational (Service) Expenditure</b>	<b>173 461</b>	<b>178 947</b>	<b>221 473</b>	<b>323 255</b>	<b>46%</b>

CAPITAL EXPENDITURE : WATER					
DETAILS	2016 / 2017				
	ORIGIN AL 2016 / 2017 BUDGET	ADJUSTE D 2016_20 17 BUDGET	YTD ACTUAL EXPENDIT URE	VARIAN CE FROM ADJUST ED BUDGET %	TOTAL PROJE CT VALUE
WATR:ZA:NEW FURNITURE & EQUIPMENT	0	47	37	-21%	38
WATR:ZA:NEW:MACHINERY & EQUIPMENT	500	2 253	2 133	-5%	2 133
WATR:ZA:NEW:TRANSPORT ASSETS	0	8 415	8 415	0%	8 416
WATR:ZA:NEW:COMPUTER EQUIPMENT	480	420	417	-1%	418
WATR:ZA:NEW:COMPUTER SOFTWARE & APPL.	0	13	13	0%	13
WATR:ZA:REHAB OF WATER INFRASTRUCTURE	5 400	0	0	0%	
MIG:ZA:COPEVILLE RESERVOIR	1 200	0	0	0%	
MIG:Z2:EDENDALE PROPER NEW MAINS & RETICULATION	2 000	0	0	0%	
MIG:Z2:ELIMIN OF CONSERVANCY TANKS-WATER	350	1 388	1 217	-12%	1 218
MIG:Z5:MASTER PLANNING WATER	600	0	0	0%	
MIG:Z2:SERVICE MIDBLOCK ERADICATION - SOB,ASHD,IMB (WATER)	476	2 723	2 388	-12%	3 111

CAPITAL EXPENDITURE : WATER					
DETAILS	2016 / 2017				
	ORIGINAL 2016 / 2017 BUDGET	ADJUSTED 2016_20 17 BUDGET	YTD ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
MIG:ZA:REDUCTION OF NON REVENUE WATER	11 000	14 507	12 725	-12%	204 942
WSIG:ZA:REDUCTION OF NON REVENUE WATER	20 000	30 099	26 025	-14%	45 000
WSIG:ZA:BASIC WATER SUPPLY	16 721	5 620	5 620	0%	10 493
WSIG:ZA:MASONS RESERVOIR	0	1 000	1 000	0%	2 490
MWIG:ZA: BASIC WATER SUPPLY	0	1 299	1 140	-12%	1 300
CBR:ZA:REHABILITATION OF WATER INFRASTRUCTURE	0	30 000	0	-100%	

#### COMMENT ON WATER SERVICES OVERALL

The water losses for the 2016-2017 financial year reduced to 28.9 % in line with our aggressive Water Loss program. The reduced losses to below 30% in is line with national treasury regulations. The Blue drop award should also be highlighted as Msunduzi Municipality was ranked No. 1 in South Africa as independently scored.

## 1.2 SANITATION SERVICES

### INTRODUCTION TO SANITATION PROVISION

Key initiatives is to provide basic sanitation to all communities and thereafter elevating this to water borne sewerage, whilst ensuring that adequate attention and funds are allocated to simultaneously maintain the sanitation reticulation system for continued uninterrupted supply and sustainability. Asset renewal is a key development challenge in the City. Capacity in conjunction with adequate and reliable infrastructure is essential to provide water borne sewage to all households within the Msunduzi Municipality. This priority is developed along the lines of financial availability and other relevant resources aligned to short and long term programs.

The number of mainline blockages (3839 in 2016-2017) has shown an increasing trend over the last financial years which emphasises the lack of and/or fragile infrastructure. The current Sewer Treatment Works has reached its maximum capacity and accordingly to ensure sanitation services; the upgrading of the Darvil Sewer Treatment Works from a 75ml/d plant to 105 ml/d plant will stimulate economic growth. This Upgrade is undertaken by Umgeni Water and is approximately 85% complete.

The step up to waterborne sanitation is to first provide basic sanitation in the VIP sector where there is a lack of sewer infrastructure. Msunduzi Municipality's original basic sanitation backlog was 100% completed, however geographical migration of people to undefined settlements increases the need to address a further increase in sanitation backlogs. There are, however, long term programs to elevate this type of sanitation to waterborne sanitation. It is inevitable that there will be uncontrolled migration and urbanisation into the city thus making it virtually impossible to completely eradicate service delivery backlogs.

As per the Sanitation Service Policy Objectives, plans and programs are being prepared and/or implemented to eventually satisfy all key initiatives relevant to the provision of all forms of Sanitation.

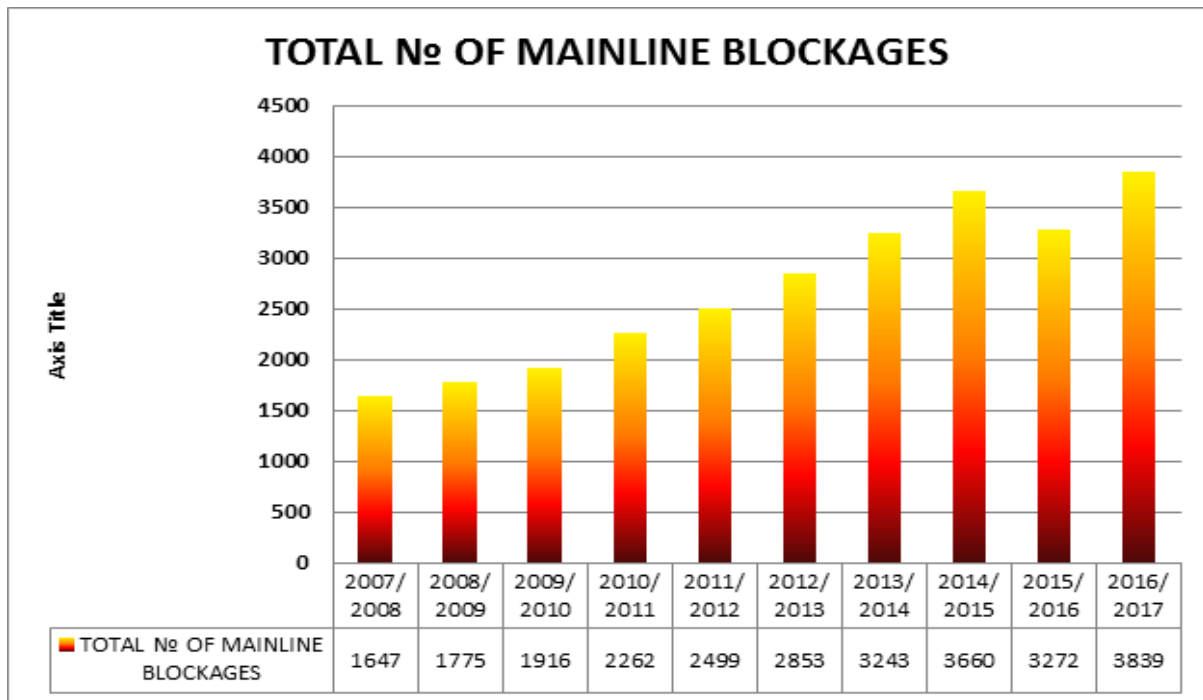
#### ***OBJECTIVE: TO EVENTUALLY HAVE ALL HOUSEHOLDS ON WATER BORNE SANITATION SYSTEMS.***

The following is a list of core sanitation achievements in the 2016-2017 financial year:-

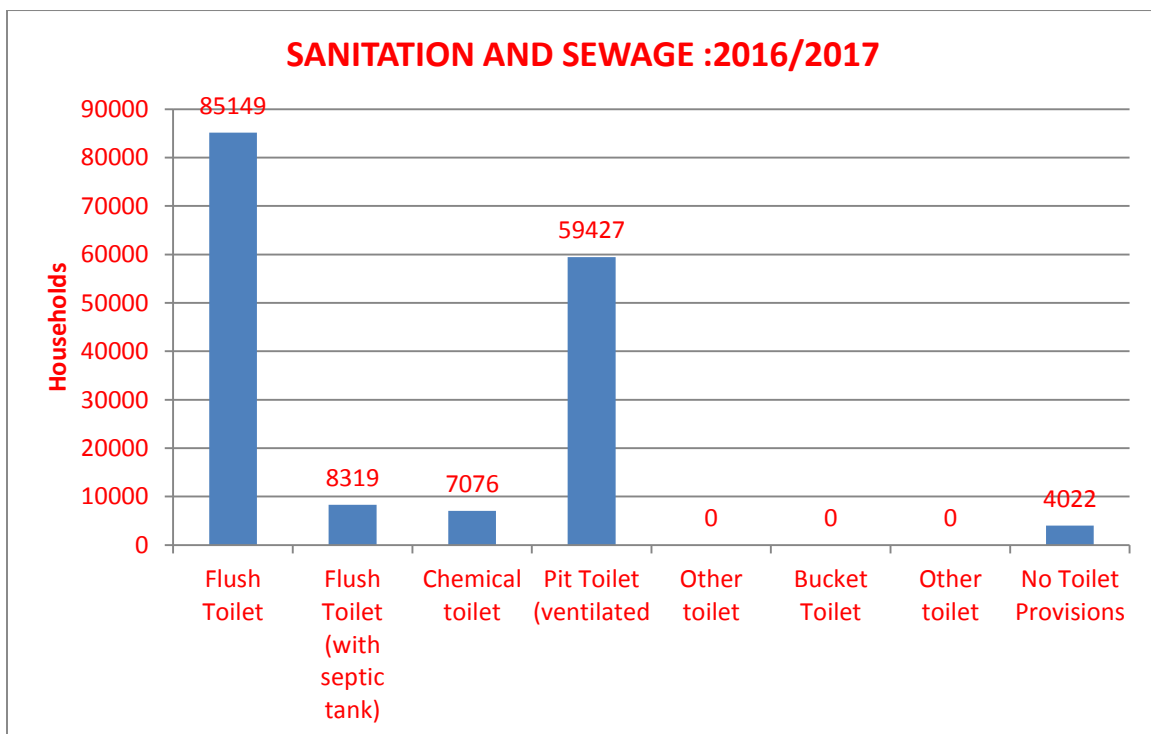
- A total of 638 Ventilated improved Pit Latrines (VIPs) were constructed for the basic sanitation program.
- In addition 53 new Water Borne Sewer connections were constructed during the 2016/2017 financial Year.
- A total of 9.3 km of new sewer pipe was installed in 2016/2017 with projects undertaken as per below.

1. Unit H	2.6 km
2. Azalea phase 2	6.1 km
3. Sobantu, Ashdown and Imbali	0.6 km
- 21 New toilets completed against the objective of Service Midblock Eradication in Sobantu, Ashdown and Imbali.
- Feasibility study on storm water ingress identifying priorities (15 infiltration manholes identified).
- The Bulk Sanitation master plan was completed and incorporated Into the Water Services and Development Plan (WSDP).

## SANITATION / SEWERAGE GRAPHIC

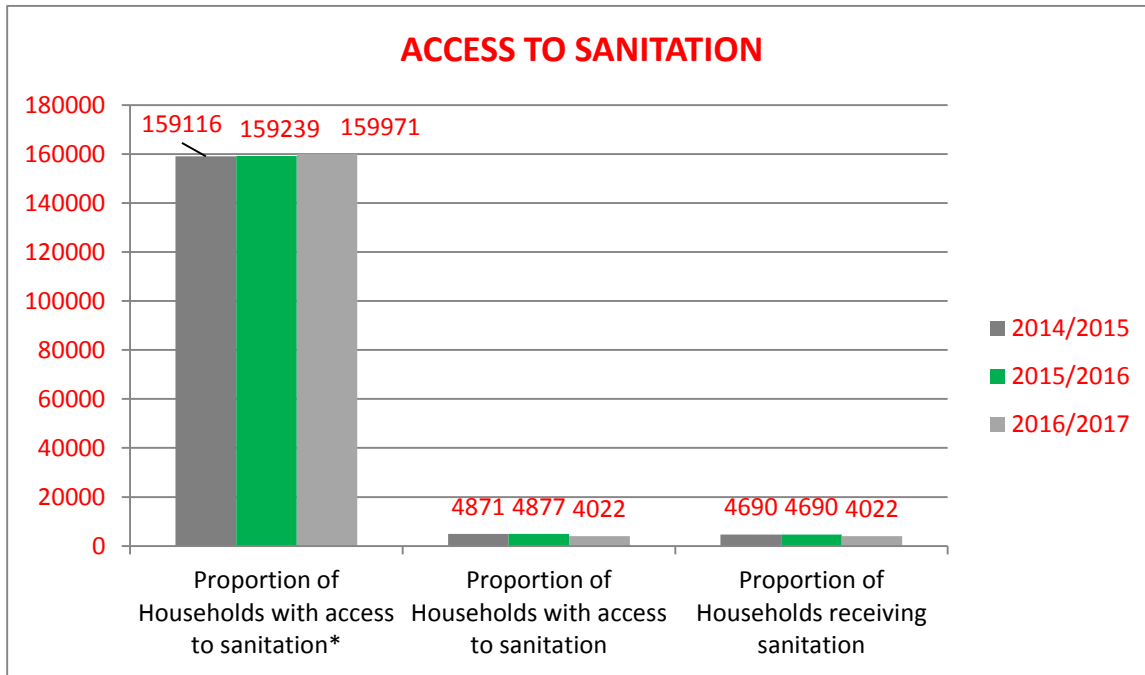


- The trend graph is indicative of an increase in the number of Main line blockages that occur on a regular basis. It's been identified that the primary reason is attributed to the aging and fragile infrastructure.



SANITATION SERVICE DELIVERY LEVELS				
				Households
Description	2013/2014	2014/2015	2015/2016	2016/2017
	Actual Number	Actual Number	Actual Number	Actual Number
<b>Sanitation / Sewage (above min level)</b>				
Flush Toilet (connected to sewerage)	84779	84973	85096	85149
Flush Toilet ((with septic tank)	8541	8372	8372	8319
Chemical Toilet	5489	7076	7076	7076
Pit Toilet	58047	58695	58602	59427
<i>Other toilet provisions (above min service level)</i>	N/A	N/A	N/A	N/A
<i>Minimum Service Level and Above sub-total</i>	156875	159116	159239	159971
<i>Minimum Service Level and Above Percentage</i>	95.6%	97.0%	97.1%	97.5%
<b>Sanitation / Sewage (below min level)</b>				
Budget toilet	1585	0	0	0
Other toilet provisions (above min level)	0	187	187	0
No toilet provisions	5532	4690	4690	4022
<i>Below Minimum Service Level sub-total</i>	7117	4871	4877	4022
<i>Below Minimum Service Level Percentage</i>	4.34%	2.97%	2.86%	2.5%
<b>Total number of households</b>	163993	163993	163993	163993

HOUSEHOLDS - SANITATION SERVICE DELIVERY LEVELS BELOW MINIMUM						
Households						
Description	2013/2014	2014/2015	2015/2016	2016/2017		
	Actual Number	Actual Number	Actual Number	Original Budget No.	Adjusted Budget No.	Actual Number
<b>Formal Settlements</b>						
Total Households	187	187	187	0	0	0
Households below minimum service level	187	187	187	0	0	0
Proportion of households below minimum service level	0.11%	0.11%	0.11%	0%	0%	0%
<b>Informal Settlements (Rural)</b>						
Total Households	4690	4690	4690	4022	4022	4022
Households below minimum service level	4690	4690	4690	4022	4022	4022
Proportion of households below minimum service level	2.86%	2.86%	2.86%	2.5%	2.5%	2.5%



WASTE WATER (SANITATION) SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
W & S 05	NKPA 2 - BASIC SERVICE DELIVERY	Sanitation	MIG - SEWER PIPES UNIT H	16	1.5 km of new sewer pipe installed by the 30th of June 2017	2,6 km of new sewer pipe installed by the 31st May 2017	5 (150% - 167%)
W & S 06	NKPA 2 - BASIC SERVICE DELIVERY	Sanitation	MIG - SEWER PIPES AZALEA - PHASE 2	10	4.5 km of new sewer pipe installed by the 30th of June 2017.	6,2 km of new sewer pipe installed by the 31st May 2017	4 (130% - 149%)
W & S 07	NKPA 2 - BASIC SERVICE DELIVERY	Sanitation	MIG - BASIC SANITATION VIP TOILETS	1 to 9	600 x VIPs constructed by the 30th of June 2017	570 x VIPs constructed by 31st May 2017	3 (100% - 129%)

WASTE WATER (SANITATION) SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
W & S 09	NKPA 2 - BASIC SERVICE DELIVERY	Sanitation	MIG - MASTER PLANNING SANITATION	All	Final Phase 2 of Draft Sanitation Master Plan Completed by 30th of June 2017	Review of Draft Sanitation Master Plan completed by the 31st of May 2017.	3 (100% - 129%)

EMPLOYEE: SANIATION SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	23	123	60	63	51
T04-T08	11	26	14	12	46
T09-T13	3	33	9	24	73
T14-T18	2	3	0	3	100
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>39</b>	<b>185</b>	<b>83</b>	<b>102</b>	<b>55</b>

FINANCIAL PERFORMANCE 2016/2017: SANITATION SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. Expenditure:</b>	<b>-22</b>	<b>0</b>	<b>0</b>	<b>-5</b>	<b>100%</b>
Employees	18 512	18 841	19 804	22 630	14%
Repairs and Maintenance	5 268	5 627	7 170	4 828	-33%
Other	40 990	59 140	59 335	52 620	-11%
<b>Total Operational Expenditure</b>	<b>64 770</b>	<b>83 608</b>	<b>86 309</b>	<b>80 078</b>	<b>-7%</b>
<b>Net operational (Service) Expenditure</b>	<b>64 748</b>	<b>83 608</b>	<b>86 309</b>	<b>80 073</b>	<b>-7%</b>

CAPITAL EXPENDITURE : SANITATION					
DETAILS	2016 / 2017				
	ORIGINAL 2016 / 2017 BUDGET	ADJUSTED 2016_20 17 BUDGET	YTD ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
WWAT:ZA:NEW:TRANSPORT ASSETS	0	1 340	1 318	-2%	1 319
WWAT:Z5:EXS:NEW:FURNITURE AND OFFICE EQUIPMENT	0	8	8	0%	9
MIG:Z2:BASIC SANITATION VIP TOILETS	6 000	0	0	0%	
MIG:ZA:MASTER PLANNING SANITATION	600	0	0	0%	
MIG:ZA:REHAB OF SANITATION INFRASTRUCTURE	6 000	1 318	1 156	-12%	1 157
MIG:ZA:SERVICE MIDBLOCK ERADICATION - SOB,ASHD,IMB (SEWER)	4 500	0	0	0%	
MIG:Z2:SEWER PIPES AZALEA - PH 2	6 500	18 005	15 794	-12%	50 606
MIG:ZA:SEWER PIPES UNIT H	6 500	4 474	3 925	-12%	35 497
MIG:Z3:SHENSTONE AMBLETON SANITATION SYSTEM	600	1 798	1 577	-12%	1 578
CBR:ZA:REHABILITATION OF SANITATION INFRASTRUCTURE	0	15 575	0	-100%	

#### COMMENT ON SANITATION SERVICES PERFORMANCE OVERALL:

It is essential, by regulation, to provide at least a basic form of sanitation to households that do not have a basic sanitation service. VIPs are considered to be the basic minimum acceptable standard. A total of 638 VIPs was completed and 53 new water borne sewer connections were completed including a business plan for funding for the eradication of the entire basic sanitation backlog which was submitted and approved in the 2015-2016 financial year. The rehabilitation of sanitation infrastructure is critical for assets replacement in order to ensure that our operational cost decreases and further the quality of water in our streams and rivers improves. Furthermore prioritising Rehabilitation of Sewer Infrastructure will ensure compliance in regards to provision of legislative basic services and Statutory Environmental Requirements. Resource availability (staffing and financial) is of critical importance to fulfil all targets as set out in the IDP. The Sanitation Service Delivery objective has been prioritised to effectively fulfil obligations to provide households with, firstly a basic sanitation service and thereafter a move to above minimum service levels of sanitation.



## **1.3 ELECTRICITY**

### **INTRODUCTION TO ELECTRICITY**

Note: Recent legislation includes the Electricity Amendment Acts 1989; 1994; 1995; and the Electricity Regulation Act 2006.

The Msunduzi Electricity Unit is licenced by the National Electricity Regulator of South Africa (NERSA) to supply electricity to 50% of the total customer in the Municipality's area of jurisdiction and the other 50% which is comprised of the Greater Edendale and Vulindlela areas is supplied by Eskom. The Electricity Unit operates under the Electricity Regulator Act (2006).

The Electricity Unit generates approximately 40% of the total revenue of the Municipality 70% of the income for the Electricity Unit comes from our large customers (industrial and commercial) and 30% from our residential customers.

Msunduzi purchases electricity in bulk on the Megaflex tariff from at 132 00 volts and is transformed to lower voltages. There are two Eskom in-feed points (Msunduzi substation and Mersey substation). We have a notified maximum demand of 350MVA (Mersey 160MVA and Msunduzi 190MVA). During 2011/2012 application was made to increase the Mersey notified demand to 180MVA.

As part of addressing the ageing electricity infrastructure and ensuring that the ever increasing electricity demand, a new 132/11kV Eastwood Primary Substation is being established in Eastwood. This will go a long way in addressing the issue of unplanned outages due to ageing infrastructure, theft of cables where long length of cables are run and also due to overloaded power transformers.

Plans to replace the ageing infrastructure at Crossways Primary Substation which supplies Hilton and Sweetwaters areas are already in place and will be done in phases where a second phase of replacing and upgrading of old 33kV networks with 132kV networks is already completed. Various contracts that will contribute to this are already concluded.

Unplanned outages due to illegal connections are being addressed by electrification of informal areas as identified. Installation of High Masts Lights in various wards of Msunduzi Municipality as per Council Resolutions are ongoing to address the issue of lack of lighting and improve security in areas identified.

### **CHALLENGES**

- Unplanned outages due to overloaded infrastructure caused by illegal connections in the networks.
- High backlog on maintenance of the Primary network, Secondary substations, Overhead lines and Cables.
- High number of staff turnover due to various reasons amongst others is retirements contributing to the erosion of institutional memory.
- Vandalism and theft of electricity infrastructure.

### **PRIMARY NETWORK**

The Primary Network Development Plan (NDP) is already in place to address the network issues where projects for upgrades and replacements are identified. Various Contracts are already in place for the purchasing of equipment with long lead times.

Most equipment in the primary network have reached its useful life and in most cases no spares are available. This is being addressed by the implementation of projects identified by the NDP

## **SECONDARY NETWORK MAINTENANCE**

There is also a huge backlog on the maintenance of the secondary network, especially the switchgear that are old and obsolete. The appointment of the service provider to prepare a Secondary Network Development Plan will be put in place as means of identifying and quantifying the amount of work to be undertaken in order to minimize unplanned outages and replace old and obsolete switchgear.

## **11kV and 400 V OVERHEAD LINE MAINTENANCE**

The pole change programme is being implemented on an ongoing basis to address issues of safety and increase the life of the infrastructure, it will be resuming in the new financial year where poles are mostly rotten. The amount of work to be done depends on the available budget.

## **132 kV OVERHEAD LINE MAINTENANCE**

A Contract to perform patrol and maintenance of the 132 kV and 33 kV lines is in the adjudication process.

## **CABLES**

Many of the cables are old and overloaded. Currently the network is undergoing refurbishment and modifications with installation of distributor substations. The process is long and capital dependent.

## **STREET LIGHTING**

In as much as there is a lot of maintenance work carried out to ensure that the City is well lit, sections of street lights are off due to the continuous excavation by the various Contractors who damage and then cover the cable.

The three year contract for new installation, maintenance, and repairs of street lights has been awarded.

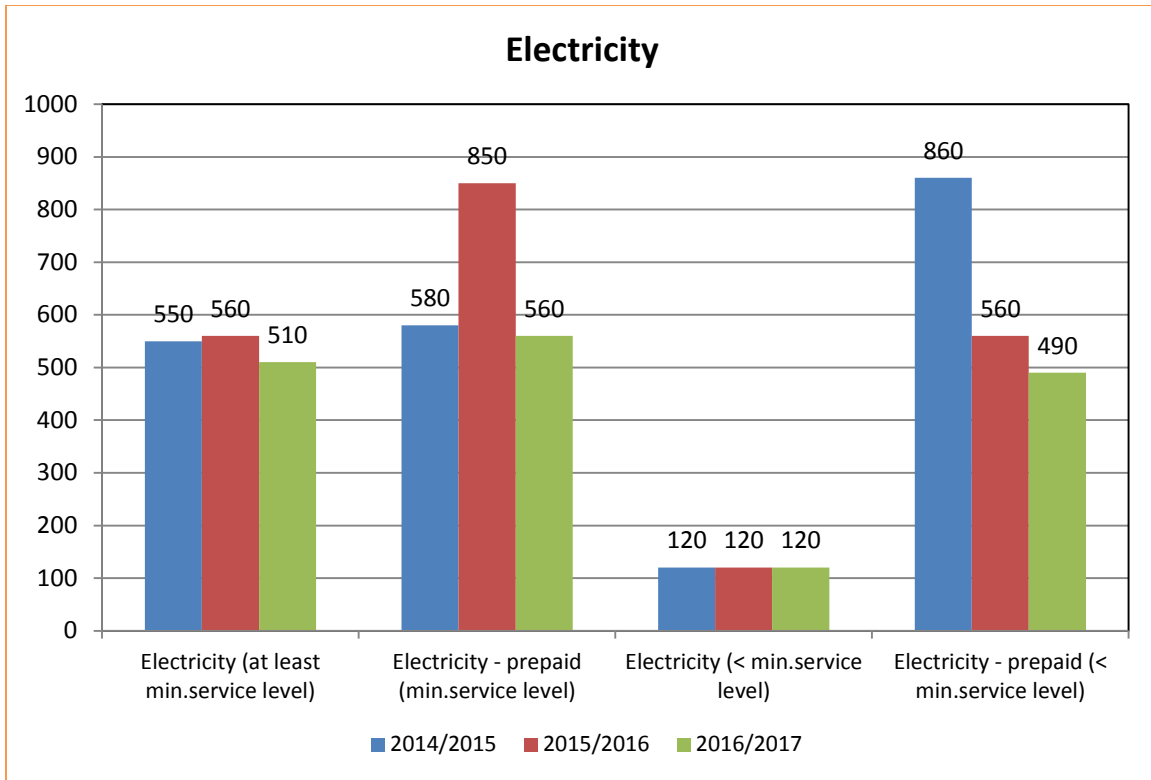
Theft of cables and MCB's, steel covers housing the electrical mains are contributing to the ongoing street light problems.

## **BLOWN SWITCHGEAR**

Due to limited funding, it is not possible to purchase the required switchgear and this further places burden on the network. Ring circuits are not existent because of the blown switchgear. The tender for the replacement of old oil filled switchgears and the blown ones is at tender stages.

## **POLE TRANSFORMERS**

Circuits that were designed based on the size of the transformer are now overloaded and blowing up because of the theft of electricity with illegal connections.



ELECTRICITY SERVICE DELIVERY LEVELS				
	Households			
Description	2013/2014	2014/2015	2015/2016	2016/2017
	Actual Number	Actual Number	Actual Number	Actual Number
<b>Electricity (above min level)</b>				
Electricity (at least min service level)	48138	51558	52265	52629
Electricity – prepaid (at least min service level)	18314	24203	24839	26285
<i>Minimum Service Level and Above sub-total</i>	N/A	N/A	N/A	N/A
<i>Minimum Service Level and Above Percentage</i>	N/A	N/A	N/A	N/A
<b>Electricity (below min level)</b>				
Electricity (< min service level) - Indigent	N/A	N/A	N/A	1570
Electricity – prepaid (< min service level)	N/A	N/A	N/A	N/A
Other energy sources	N/A	N/A	N/A	N/A
<i>Below Minimum Service Level sub-total</i>	N/A	N/A	N/A	N/A
<i>Below Minimum Service Level Percentage</i>	N/A	N/A	N/A	N/A
<b>Total number of households</b>	66 452	75 761	80 104	80 484

HOUSEHOLDS - ELECTRICITY SERVICE DELIVERY LEVELS BELOW MINIMUM						
Households						
Description	2013/2014	2014/2015	2015/2016	2016/2017		
	Actual Number	Actual Number	Actual Number	Original Budget No.	Adjusted Budget No.	Actual Number
<b>Formal Settlements</b>	nil	nil	nil	nil	nil	nil
Total Households	nil	nil	nil	nil	nil	nil
Households below minimum service level	nil	nil	nil	nil	nil	nil
Proportion of households below minimum service level	nil	nil	nil	nil	nil	nil
<b>Informal Settlements</b>						
Total Households	nil	2794	318	2206	552	193
Households below minimum service level	nil	2794	318	2206	552	193
Proportion of households below minimum service level	nil	nil	n/a	n/a	n/a	n/a

ELECTRICITY SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
ELEC 04	NKPA 2 - BASIC SERVICE DELIVERY	NETWORK 132Kv REHABILITATION PLAN	PURCHASE OF 11KV CAPITAL EQUIPMENT	VARIOUS	23 X 11KV EQUIPMENT TO BE PURCHASED AND DELIVERED by the 30th of June 2017	39 X 11KV EQUIPMENT PURCHASED AND 33 X 11KV EQUIPMENT DELIVERED by the 30th of June 2017	5 (150% - 167%)
ELEC 05	NKPA 2 - BASIC SERVICE DELIVERY	ENERGY EFFICIENCY DEMAND SIDE MANAGEMENT	RETROFITTING OF CONVENTIONAL STREET LIGHTS WITH LED LIGHTS	CBD	1200 LED LIGHT FITTINGS INSTALLED WITHIN THE CBD by the 30th of June 2017	1752 LED LIGHT FITTINGS INSTALLED WITHIN THE CBD by the 30th of June 2017	5 (150% - 167%)

ELECTRICITY SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
ELEC 07	NKPA 2 - BASIC SERVICE DELIVERY	NETWORK 132Kv REHABILITATION PLAN	ESTABLISHMENT OF NEW 132/11KV EASTWOOD SUBSTATION	34	NEW 132/11kv PRIMARY SUBSTATION IN EASTWOOD CONSTRUCTED by the 30th of June 2017	CIVILS WORKS ARE AT 98 % COMPLETE.ELECTRICAL INSTALLATION WORKS IN PROGRESS AND IS AT 26 % COMPLETE. OVERALL PROJECT PROGRESS IS 90 % COMPLETE.	1 (69% & below)
ELEC 09	NKPA 2 - BASIC SERVICE DELIVERY	NETWORK 132Kv REHABILITATION PLAN	SUPPLY AND INSTALL 1 X 13- PANEL 11kv SWITCHBOARD AT 132/11KV EASTWOOD SUBSTATION	34	MANUFACTURING PROCESS OF 1 X 13-PANEL 11kv SWITCHBOARD FOR NEW 132/11kv EASTWOOD SUBSTATION COMPLETED BY 30th June 2017	1 X 13 PANEL 11kv SWITCHBOARD FOR 132/11kv EASTWOOD SUBSTATION MANUFACTURED AND DELIVERED TO SITE BY 30 JUNE 2017	3 (100% - 129%)

EMPLOYEE: ELECTRICITY SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	75	373	140	233	62
T04-T08	20	107	20	87	81
T09-T13	63	120	68	52	43
T14-T18	9	29	4	25	86
T19-T22	-	1	1	0	0
T23-T25	-	-	-	-	-
<b>Total</b>	<b>167</b>	<b>630</b>	<b>233</b>	<b>397</b>	<b>63</b>

FINANCIAL PERFORMANCE 2016/2017: ELECTRICITY SERVICES					
					R'000
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. Expenditure:</b>	<b>-639</b>	<b>-98</b>	<b>-98</b>	<b>-534</b>	<b>445%</b>
Employees	73 446	77 510	72 297	84 232	17%
Repairs and Maintenance	46 598	50 374	42 969	31 775	-26%
Other	180 501	118 916	176 447	440 139	149%
<b>Total Operational Expenditure</b>	<b>300 545</b>	<b>246 800</b>	<b>291 713</b>	<b>556 146</b>	<b>97%</b>
<b>Net operational (Service) Expenditure</b>	<b>299 906</b>	<b>246 702</b>	<b>291 615</b>	<b>555 612</b>	<b>91%</b>

CAPITAL EXPENDITURE : ELECTRICITY					
DETAILS	2016 / 2017				
	ORIGINAL 2016 / 2017 BUDGET	ADJUSTED 2016_2017 BUDGET	YTD ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
ALNS:Z4:NEW:CONVENTIONAL METERS	100 000	76 000	0	-100%	
MSE:Z1:NEW:MACHINERY & EQUIPM	3 333	3 508	3 015	-14%	3 333
MSE:Z3:NEW:MACHINERY & EQUIPM	3 333	5 002	5 002	0%	3 333
MSE:Z4:NEW:MACHINERY & EQUIPM	3 333	327	327	0%	3 333
MSE:ZA:NEW:TRANSPORT ASSETS	0	7 598	7 598	0%	7 598
MSE:ZA:NETWORK REFURB	5 020	5 729	4 714	-18%	5 729
EEDSMG:AH:STREETLIGHTING	0	8 000	7 920	-1%	8 000
ALNS:ZA:DBSA - NETWORK 132KV REHAB PLAN	58 268	82 267	40 245	-51%	82 267
INEP:ZA:ELECTRIFICATION - REGINA ROAD SETTLEMENTN	0	2 900	2 251	-22%	2 900
INEP:ZA:ELECTRIFICATION - MKONDENI ROAD SETTLEMENTN	0	5 100	1 709	-66%	5 100
MIG:ZA:HIGH MAST LIGHTS-VUL & GREAT EDN	9 433	7 980	7 000	-12%	7 980

#### COMMENT ON ELECTRICITY SERVICES PERFORMANCE OVERALL: ACHIEVEMENTS

Establishment of 132/11kV Eastwood Substation will go a long way in addressing the issue of overloaded networks in Northdale and Riverside Substations. This will eventually contribute to minimising unplanned outages. The 132kV overhead line project will be connected to the new Eastwood Substation in order to commission the whole substation before 31 December 2018.

The identified project for phase 2 of 132kV primary network upgrade where Pine Street Substation Upgrade, Crossways Substation Upgrade, Retief Substation Upgrade and new Crossways 132kV Circuits have been identified

as priority projects, including Archbell Primary Substation and will go a long way improving the quality of supply to various areas that are supplied by these substations.

Provision of access to electricity to new households as identified will be achieved based on the provision new households. A number of new households were connected with electricity for the first time, increasing the number of households with access to electricity. This also will contribute to decreasing the number of illegal connections onto the electricity networks

Expenditure of the approved total capital budget will be exceeded due to the number of projects that were not completed in the 16/17 financial year. More expenditure will be incurred when completing the previous budgets projects with long lead times including new project for the new financial year. More projects are expected to be completed within the project value budgeted.

## 1.4 ROADS

### INTRODUCTION TO ROAD TRANSPORT

This component of the report falls under the Roads and Transportation (R &T) Sub Unit of the Infrastructure Business Unit. R & T deals with the following:

- Planning, Development and Maintenance of Municipal roads and storm water infrastructure
- Transportation Planning, Traffic Engineering Issues, Road Safety and Public Transport Issues
- Planning, Development and Maintenance of Pedestrian and Vehicle Bridges

### INTRODUCTION TO ROADS

The Roads Section continues to address the backlog of Gravel Roads. An attempt is made yearly to upgrade 20km of gravel road into "all weather surfacing in order to render uninterrupted access and safety. ( i.e through geometric Interventions).

The Roads section has commenced with its 5-Year road assesment in order to produce a revised and complete Road Asset Management Plan ( RAMP) and a Pavement Management system (PMS) to drive the municipality's preventative/maintenance for the next five years.

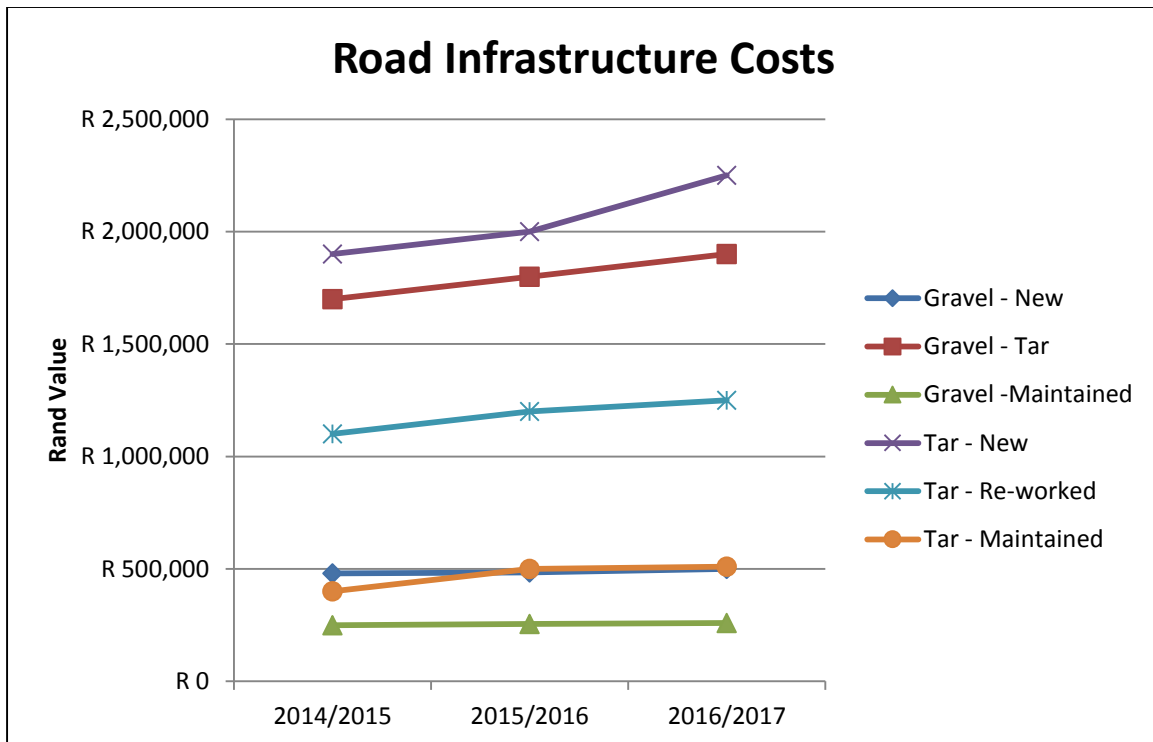
The RAMP is going to inform the upgrading of gravel Roads programme, the gravel and backlog will be shown up to Ward level. Preventative maintenance Programmes commenced in early 2013/14. 17.35 KMs of Gravel roads was upgraded to Tar in 2016/2017 as well as 40km of gravel roads graded / maintained.

GRAVEL ROAD INFRASTRUCTURE				
	Total gravel Roads	New Gravel Roads constructed	Gravel Roads upgraded to tar	Gravel Roads graded/ maintained
2014/2015	635	0	29,0	124
2015/2016	609.92	0	25.8	55
2016/2017	624	0	17.35	40

TARRED ROAD INFRASTRUCTURE					
	Total Tarred Roads	New Tar Roads	Existing Tar Roads re-tarred	Existing Tar Roads re-sheeted	Tar Roads Maintained
2014/2015	1370.50	19.1	4.88	0	8
2015/2016	1399.7	25.08	7.0	0	10.4
2016/2017	1417.05	17.35	8.1	0	18.5

COST OF CONSTRUCTION / MAINTENANCE						
	Gravel			Tar		
	New	Gravel-Tar	Maintained	New	Reworked	Maintained
2014/2015	0	70 773 309	28 033 988	-	7 600 000	12 413 217
2015/2016	0	103 190 328	22 357 044	-	11 721 174	14 904 696
2016/2017	0	76 669 393	36 102 103		12 456 121	15 414 00





ROADS SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
R & T 02	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	CNL - ROAD REHABILITATION - PMS	1-37	Complete 48 000m2 (equivalent to 9.6km) of surfaced roads rehabilitated (asphalt overlay, slurry seal, crack sealing and diluted immulsion) by the 31 December 2016.	Complete 45 000m2 (equivalent to 7.5km) of surfaced roads rehabilitated (asphalt overlay, slurry seal, crack sealing and diluted immulsion) by the 31 November 2016.	3 (100% - 129%)

ROADS SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
R & T 11	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - EDENDALE - Roads in Unit 14/Unit P - Design	18	0,4km of gravel roads in Edendale: Unit 14/Unit P upgraded to black top surfacing by the 30th of June 2017	0,4km of gravel roads in Edendale: Unit 14/Unit P upgraded to black top surfacing by the 30th of June 2017	3 (100% - 129%)
R & T 12	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - EDENDALE - MACHIBISA / DAMBUZA RDS	21	0.5km of Gravel Roads upgraded to black top surface in Dambuza by the 31st of March 2017	0.5km of Gravel Roads upgraded to black top surface in Dambuza by the 31st of March 2017	3 (100% - 129%)
R & T 13	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - UPGRADING OF ROADS IN PEACE VALLEY - (Plan & Design in 2014/15) - 10km	26 & 27	Water usage license for Peace Valley External Roads submitted to DW&S by the 30th of June 2017	Water usage license for Peace Valley External Roads submitted to DW&S by the 30th of June 2017	3 (100% - 129%)

EMPLOYEE: ROAD SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	77	179	118	61	34
T04-T08	11	20	5	15	75
T09-T13	8	51	19	32	63
T14-T18	4	9	3	6	67
T19-T22	1	1	0	1	100
T23-T25	-	-	-	-	-
<b>Total</b>	<b>101</b>	<b>260</b>	<b>145</b>	<b>115</b>	<b>44</b>

FINANCIAL PERFORMANCE 2016/2017: ROADS SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. Expenditure:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Employees	24 275	26 237	24 954	26 616	7%
Repairs and Maintenance	34 842	30 077	35 796	30 518	-15%
Other	117 513	214 276	39 663	98 407	148%
<b>Total Operational Expenditure</b>	<b>176 630</b>	<b>270 590</b>	<b>100 413</b>	<b>155 541</b>	<b>55%</b>
<b>Net operational (Service) Expenditure;</b>	<b>176 630</b>	<b>270 590</b>	<b>100 413</b>	<b>155 541</b>	<b>55%</b>

CAPITAL EXPENDITURE : ROADS					
DETAILS	2016 / 2017				
	ORIGIN AL 2016 / 2017 BUDGET	ADJUSTE D 2016_20 17 BUDGET	YTD ACTUAL EXPENDITU RE	VARIAN CE FROM ADJUSTE D BUDGET %	TOTAL PROJEC T VALUE
LEVS:Z4:NEW:COMPUTER EQUIPMENT	100	89	89	0%	89
LEVS:Z4:NEW:FURNITURE & OFFICE EQUIPMENT	80	39	19	-51%	20
LEVS:ZA:NEW:MACHINERY & EQUIPMENT	0	604	604	0%	605
LEVS:ZA:CIV DESIGN SOFTW IMPL & TRAINING	150	150	0	-100%	
LEVS:ZA:CONNOR-OTTO'S BLUFF ROADS - LINK	100	100	100	0%	5 156
LEVS:ZA:LESTER BROWN LINK ROAD	6 000	9 300	9 233	-1%	22 876
LEVS:Z4:ROAD REHAB - PMS	8 220	8 214	8 214	0%	
LEVS:Z4:UPGR OF NEW ENGLAND ROAD	400	321	321	0%	
LEVS:Z4:UPGR OF ROADS IN ASHBURT-DESIGN	2 500	6 490	6 490	0%	
MIG:Z3:WARD10 RDS-REHAB RDS & STRMWATER UPGRADE	1 383	9 185	8 057	-12%	9 185

CAPITAL EXPENDITURE : ROADS					
DETAILS	2016 / 2017				
	ORIGINAL 2016 / 2017 BUDGET	ADJUSTED 2016_2017 BUDGET	YTD ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
MIG:Z2:REHAB OF ROADS IN ASHDOWN	800	484	424	-12%	
MIG:Z2:UPGR GRV RD-EDN-WARD12-MOSCOW RDS	0	133	116	-13%	
MIG:Z2:UPG GRV RD-EDN-DAMBUZA MJ SWD UPGRADE	30	0	0	0%	
MIG:Z2:UPGR GRV RD-EDN-MACHIBISA/DAMBUZA	1 599	2 559	2 509	-2%	
MIG:Z3:UPG GRV RD-EDN-UNIT14/UNIT P-DESIGN	1 500	1 187	1 210	2%	
MIG:Z2:UPGR GRV ROADS-EDN-STATION RD	6 500	7 063	6 196	-12%	20 336
MIG:Z2:UPGR GRV ROADS-EDENDALE WARD 16	1 430	1 546	1 356	-12%	1 546
MIG:Z2:UPGR GRV RD-GREATER EDN-HAREWOOD	2 600	881	772	-12%	
MIG:Z2:UPGR GRV RD-EDN-SMEROE ROADS & SW	1 906	2 011	1 108	-45%	
MIG:Z2:UPGR GRV RD-GREATER EDN-SNATHING	1 429	1 842	1 550	-16%	
MIG:Z3:UPG GRV RD-EDN-WARD17 (PH3, UN13)	330	619	543	-12%	
MIG:Z1:UPGR GRV RD-VULINDLELA-D2069 PH2	9 245	6 970	6 114	-12%	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 1	1 906	0	0	0%	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 3	1 906	4 102	3 403	-17%	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 4	5 225	7 296	6 400	-12%	7 296
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 6	1 906	3 148	2 761	-12%	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 7	1 906	7 988	7 007	-12%	
MIG:Z1:UPGR GRV RD-VULINDLELA-WARD 8	5 225	7 043	6 096	-13%	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 9	1 906	6 172	5 414	-12%	
MIG:Z3:UPGR ROADS IN EDN-KWANYAMAZANE	500	1 729	1 517	-12%	
MIG:Z2:UPGR RD IN PEACE VALLEY-10KM	200	37	32	-14%	
MIG:Z2:UPGR DESIGN GRV ROADS-VULINDLELA	352	0	0	0%	
MIG:Z2:UPGR GRV ROADS-WILLOWFOUNTAIN	600	811	712	-12%	
MIG:Z5:UPGR OF INTERNAL ROADS-HANIVILLE	1 907	1 859	1 630	-12%	
MIG:ZA:REHAB OF GRAVEL ROAD VULINDLELA	0	479	368	-23%	
MIG:Z2:REHAB OF ROADS ESIGONDINI	0	458	402	-12%	
MIG:Z1:MABANE BRIDGE PROJECT	430	165	145	-12%	
MIG:Z2:UPGR PEDESTRIAN BRIDGE-SMERO/ESIGODIN	30	12	10	-17%	1 489
MIG:ZA:WOODHOUSE PEDESTRIAN BRIDGE	3 846	10	9	-10%	6 687
LEVS:Z4:INSTALLATION OF NEW GUARD RAILS	500	405	401	-1%	

**COMMENT ON THE PERFORMANCE OF ROADS OVERALL:**

The department has continued with its programme of upgrading gravel roads with a vision of reducing the high backlog of gravel roads within the city. 17.35km were upgraded in 2016/17 financial year. Funds are slowly being made available by the municipality towards the rehabilitation programme, which makes up the preventative maintenance of the department. In access, 45000m<sup>2</sup> of road surfacing was attended in 2016/17.

## **1.5 TRANSPORTATION PLANNING**

### **INTRODUCTION TO TRANSPORTATION PLANNING**

Transportation Planning is crucial in planning sustainable developments and ensuring accessibility for all. The Transportation Planning Section is responsible for meeting the directives set out at all spheres of Government. The key principles that we address as a Section are:

- i. Mobility& Land use
- ii. Congestion
- iii. City Efficiency
- iv. Road Safety, and
- v. Accessibility

### **TRANSPORTATION PLANNING SECTION PERFORMS THE FOLLOWING FUNCTIONS:**

- i. Evaluation, assessment, and siting of transport facilities
- ii. Planning, co-ordination, facilitation and provision of efficient and effective transport systems and infrastructure for all private and public transport.
- iii. Planning, co-ordination, facilitation, provision, monitoring and regulation of efficient, effective public transport services and facilities within a balanced market demand and supply framework.
- iv. Provides effective traffic management, control and safety through co-ordinated planning and maintenance programmes.

### **SERVICE STATISTICS FOR TRANSPORT**

- 1. No. of implemented traffic calming measure as per plan – 35
- 2. Km of Road Markings – 406 KM
- 3. No. of road traffic signs replaced – 705
- 4. Number of bus shelters constructed - 41

TRANSPORT SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
R & T 33	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF PUBLIC TRANSPORT SYSTEM	MIG - BUS STOP SHELTERS	7,10,11,12,13,17,18,20,21,22,23,24	40 x bus shelters installed as per approved bus shelter implementation plan by the 31st of March 2017	Target met. 41 x bus shelters installed by the 31st of January 2017	3 (100% - 129%)
R & T 34	NKPA 2 - BASIC SERVICE DELIVERY	ROAD SAFETY	CNL - TRAFFIC CALMING MEASURES	1-37	33 x traffic calming measures installed in various sites as per approved traffic calming implementation schedule by the 31st March 2017	Target met. 35 x traffic calming measures installed in various sites as per approved traffic calming implementation schedule by the 31st March 2017	3 (100% - 129%)
R & T 37	NKPA 2 - BASIC SERVICE DELIVERY	ROAD SAFETY	CNL - PLANT AND EQUIPMENT ( NEW TRAFFIC CONTROLLERS)	27	Purchase of New Traffic Signal Controllers completed by the 31st of March 2017	Target met. New Traffic Signal Controllers purchased by the 31st of March 2017	3 (100% - 129%)
R & T 38	NKPA 2 - BASIC SERVICE DELIVERY	ROAD SAFETY	CNL - Installation of new traffic signals	35	Traffic signals installed at Northdale Hospital intersection for signalized traffic control by the 30th of June 2017	Target met. Traffic signals installed at Northdale Hospital intersection by the 30th of June 2017	3 (100% - 129%)

EMPLOYEE: TRANSPORT SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	10	66	30	36	55
T04-T08	16	16	6	10	63
T09-T13	6	28	9	19	68
T14-T18	2	8	2	6	75
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>34</b>	<b>118</b>	<b>47</b>	<b>71</b>	<b>60</b>

FINANCIAL PERFORMANCE 2016/2017: TRANSPORT SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. Expenditure:</b>	<b>-279</b>	<b>-425</b>	<b>-425</b>	<b>0</b>	<b>-100%</b>
Employees	11 562	10 371	11 641	11 168	-4%
Repairs and Maintenance	4 627	3 898	3 567	2 898	-19%
Other	5 607	29 007	10 163	5 077	-50%
<b>Total Operational Expenditure</b>	<b>21 796</b>	<b>43 276</b>	<b>25 371</b>	<b>19 143</b>	<b>-25%</b>
<b>Net operational (Service) Expenditure</b>	<b>21 517</b>	<b>42 851</b>	<b>24 946</b>	<b>19 143</b>	<b>-23%</b>

CAPITAL EXPENDITURE : TRANSPORTATION					
DETAILS	2016 / 2017				
	ORIGIN AL 2016 / 2017 BUDGET	ADJUSTE D 2016_20 17 BUDGET	YTD ACTUAL EXPENDITU RE	VARIAN CE FROM ADJUSTE D BUDGET %	TOTAL PROJEC T VALUE
LEVS:ZA:NEW:MACHINERY & EQUIPMENT	230	175	160	-9%	161
LEVS:ZA:NEW:TRANSPORT ASSETS	0	540	528	-2%	615
LEVS:Z2:BUS TAXI LAY-BYES	400	215	215	0%	216
LEVS:ZA:EAST RING ROAD-DETAIL DESIGN & CONSTRUCTION	700	700	699	0%	570
LEVS:ZA:INSTALLATION OF NEW TRAFFIC SIGNALS	450	595	595	0%	596
LEVS:ZA:MAYORS WALK ROAD WIDENING	700	700	700	0%	700
LEVS:Z5:TRAFFIC CALMING MEASURES	500	499	499	0%	499
MIG:ZA:BUS STOP SHELTERS	1 154	1 217	1 067	-12%	1 217
LEVS:ZA:REHAB PUBLIC TRANSPORT FACILITY (TAXI RANKS)	400	399	399	0%	399



**COMMENT ON THE PERFORMANCE OF TRANSPORT OVERALL:**

35 traffic calming measures (speed humps and speed tables) were constructed, 41 bus shelters were constructed and 1 traffic signal has been installed at the intersection of Chota Motala Road and Northdale Hospital.

Detailed design and specialists studies for Mayors Walk road widening have been completed. The Basic Assessment Report and WULA applications will be lodged during the 2017/18 financial year at EDTA.

Preliminary design for Eastern Ring Road Option 2A from Murray Road/Hesketh Drive intersection to Rodgers Avenue could not be finalised as the wetland study recommendations are that alternative route alignment being 2C has to be investigated due to the fact that the proposed route alignment has a negative impact on the grassland where the road is traversing. Therefore the preliminary design for option 2C will be undertaken during the 2017/18 financial year and the EIA and WULA applications will be lodged at EDTA during this period.

## 1.6 STORM WATER

### INTRODUCTION TO STORM WATER

This component of the report falls under the Roads & Transportation (R & T) Sub-unit of Infrastructure Services Business Unit. R & T deals with the following: The Municipality constructed 26.7km of storm water channel in various roads in the Greater Edendale and Vulindlela areas. This was to prevent or minimise flooding of municipal roads. Other new systems are constructed in association with road network upgrade. However, this service is still under funded in terms of new or upgrade and maintenance of existing system.

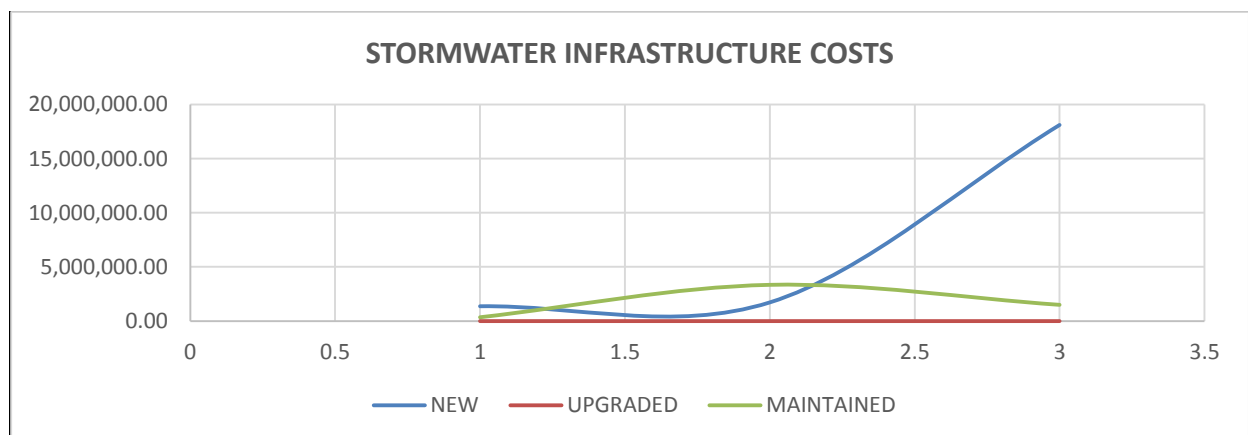
### DRAINAGE STORMWATER

### INTRODUCTION TO STORMWATER DRAINAGE

The Municipality constructed 26.7 km of storm water channel in various roads in the Greater Edendale area and Vulindlela for the 2016/17 financial year. This was to prevent or minimise flooding of municipal roads. Other new systems are constructed in association with road network upgrade. However, this service is still under funded in terms of new or upgrade and maintenance of existing system. Preventative Maintenance programme is still in its infancy stage, however this programme has now been upgraded to ensure that funding is available.

STORMWATER INFRASTRUCTURE Kilometres				
	Total Stormwater measures	New Stormwater measures	Stormwater measures upgraded	Stormwater measures maintained
2014/2015	0	3.3	0	65
2015/2016	0	3.3	0	65
2016/2017	0	26.7	0	65

COST OF CONSTRUCTION / MAINTENANCE R'000			
	Stormwater Measures		
	New	Upgraded	Maintained
2014/2015	1 371 089.93	0	354 005
2015/2016	1 725 089.93	0	3 345 125.00
2016/2017	18 099 359.00	0	1 500 000



STORMWATER SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMAN CE AREA	PROGRAM ME	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicabl e)
R & T 06	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADIN G OF ROADS INTO BLACK TOP	MIG - UPGRADING OF ROADS IN EDENDALE - KWANYAMAZA NE ROADS	13	Completed upgrading 0.2 km of gravels roads to concrete surface in kwanyamaza ne area by the 31st of March 2017	Completed upgrading 0.3 km of gravels roads to concrete surface in kwanyamaza ne area by the 31st of March 2017	3 (100% - 129%)
R & T 12	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADIN G OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - EDENDALE - MACHIBISA / DAMBUZA RDS	21	0.5km of Gravel Roads upgraded to black top surface in Dambuza by the 31st of March 2017	0.5km of Gravel Roads upgraded to black top surface in Dambuza by the 31st of March 2017	3 (100% - 129%)
R & T 14	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADIN G OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - GREATER EDENDALE - WARD 17 Roads (Phase 3, Unit 13)	17	Completed upgrading of 0.85km of walkways in ward 17 by the 30th of December 2016	Completed upgrading of 0.85km of walkways in ward 17 by the 30th of December 2016	3 (100% - 129%)
R & T 15	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADIN G OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - GREATER EDENDALE - Smeroe Roads and SW	20	Completed upgrading 0.6 km of gravel roads to black top surface in Smeroe Ward 20 by the 31st of March 2017	Completed upgrading 0.6 km of gravel roads to black top surface in Smeroe Ward 20 by the 31st of March 2017	3 (100% - 129%)

EMPLOYEE: STORMWATER SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	67	162	115	47	29
T04-T08	11	12	3	9	75
T09-T13	6	35	14	21	60
T14-T18	4	1	0	1	100
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>88</b>	<b>210</b>	<b>132</b>	<b>78</b>	<b>37</b>

FINANCIAL PERFORMANCE 2016/2017: STORMWATER SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Expenditure:					
Employees	18 243	20 415	18 453	21 170	15%
Repairs and Maintenance	2 420	2 725	2 450	1 645	-33%
Other	14 891	20 209	15 281	14 189	-7%
<b>Total Operational Expenditure</b>	<b>35 554</b>	<b>43 349</b>	<b>36 184</b>	<b>37 004</b>	<b>2%</b>
<b>Net operational (Service) Expenditure</b>	<b>35 554</b>	<b>43 349</b>	<b>36 184</b>	<b>37 004</b>	<b>2%</b>

CAPITAL EXPENDITURE - STORMWATER DRAINAGE					
DETAILS	2016 / 2017				
	ORIGINAL 2016 / 2017 BUDGET	ADJUSTED 2016_2017 BUDGET	YTD ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
WWAT:Z3:CANALIZATION OF STREAMS-NORTHDALE	550	550	534	-3%	661
MIG:Z2:ASHDOWN BANK PROTECTION-P15	153	0	0	0%	

#### COMMENTS ON THE PERFORMANCE OF STORMWATER DRAINAGE OVERALL:

The department has continued with its programme of upgrading storm water drainage. Only 26.7km of storm water channels were constructed in the 16/17 financial year. Due to financial constraints, the available funding is not enough to deal with storm water issues. 2015/16 seen the design on new storm water drainage and channelling, however this is currently put on hold to deal with Water Usage License processes that have been introduced by the Department of Water and Sanitation.

## **1.7 MECHANICAL WORKSHOPS**

### **INTRODUCTION TO MECHANICAL WORKSHOPS**

Mechanical Workshop is a sub-unit of the Infrastructure Services Unit. The Manager Mechanical Workshops reports directly to the General Manager Infrastructure Services.

Mechanical Workshops is responsible for the repairs and maintenance of Councils vehicle and plant. There are six workshops situated strategically around the City. Facility the process with Supply Chain Management (SCM) to outsource major components engines gearboxes differentials and C.O.F. (certificate of fitness) to service providers that are compliant on the SCM database.

### **STRATEGIC OBJECTIVES OF THESE SUB-SECTIONS ARE:**

The Manager Mechanical Workshops is responsible for managing the repairs and maintenance to the five mechanical workshops. Excluded from the mechanical workshops is Fire and Emergency services workshops which reports directly to the Chief Fire Officer. The five workshops are situated at the following locations and caters for the following departments.

#### **DOULL ROAD WORKSHOPS**

Situated at 150 Mayors Walk, the workshop is split in two. The one half caters for Waste Management department and the other for the following departments, Water, Sewer, Plant Pool, Transportation, Roads, and Drainage. Waste Management refuse compactor repairs are done on an urgent base in conjunction with the SCM policy.

#### **AUXILARY WORKSHOP**

Situated at 150 Mayors Walk, the workshop is responsible welding and fabricating, tyre and battery replacements. The scrapping of all tyres replaced in the Fleet is checked and managed with the service provider and the Auxiliary Foreman.

#### **ELECTRICITY WORKSHOP**

Electricity workshop is situated at 111 Havelock Road. The workshop foreman manages and controls Electricity and Traffic workshops. The workshop caters for the following departments, Electricity, Head Office Pool, the Mayoral and Speakers office.

#### **TRAFFIC WORKSHOP**

The workshop is situated at 21 Washington Road. The workshop caters for the following departments Traffic, Security and Airport quad bikes.

#### **PARKS WORKSHOP**

The workshop is situated in Alexandra Park. The workshop is split in two, a mechanical workshop for plant and vehicles and a small plant workshops for brush cutter repairs.

MECHANICAL WORKSHOPS POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
FLT 02	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Preventative maintenance	Vehicle and plant service	ALL	768 x Council vehicles and plant serviced by the 30th of June 2017	642 x Council vehicles and Plant serviced as at 30 June 2017	2 (70% - 99%)
FLT 03	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Enhance Infrastructure services processes	Average turnaround time on repairs (in days)	ALL	30 days turnaround time achieved on council vehicles and plant repairs completed by the 30th of June 2017	30 days turnaround time achieved on council vehicles and plant repairs completed by the 30th of June 2017	3 (100% - 129%)

EMPLOYEE: MECHANICAL WORKSHOPS					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	21	51	25	26	51%
T04-T08	30	14	8	6	43%
T09-T13	23	28	17	11	39%
T14-T18	4	1	0	1	100%
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	78	94	50	44	47%

FINANCIAL PERFORMANCE 2016/2017: MECHANICAL WORKSHOPS					R'000
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Expenditure:					
Employees	16 199	17 020	16 594	19 793	19%
Repairs and Maintenance	1 588	1 475	1 825	1 493	-18%
Other	1 360	1 465	1 150	863	-25%
<b>Total Operational Expenditure</b>	<b>19 147</b>	<b>19 980</b>	<b>19 569</b>	<b>22 149</b>	<b>13%</b>
<b>Net operational (Service) Expenditure</b>	<b>19 147</b>	<b>19 980</b>	<b>19 569</b>	<b>22 149</b>	<b>13%</b>

CAPITAL EXPENDITURE : MECHANICAL WORKSHOPS					
DETAILS	2016 / 2017				
	ORIGINAL 2016 / 2017 BUDGET	ADJUSTED 2016 / 2017 BUDGET	YTD ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
NO CAPITAL PROJECTS FOR THE 2016/2017 FINANCIAL YEAR					

#### COMMENT ON THE PERFORMANCE OF MECHANICAL WORKSHOPS OVERALL:

Mechanical Workshops serviced 642 of the 768 vehicles owned by the Municipality for the financial year 16/17. Fleet Management submit a monthly service plan to the Business units for vehicles due for service. This receives a very poor response from the Business Units in bringing in the vehicles for service.

Also a contributing factor to slow turn around time on repairs is the high vacancy rate in the Mechanical Workshops and turn around times on procureing spares with SCM.

## 2. COMPONENT B: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES

This component includes: Planning, Local Economic Development, Airport, Building Control & Signage, Market, Human Settlements, Art Galleries & Environmental Health.

### 2.1 PLANNING

#### INTRODUCTION TO PLANNING AND DEVELOPMENT

Economic development and physical planning at Msunduzi Municipality contributes to:-

- (a) Creation of jobs and protection of the livelihood of the people.
- (b) Protection of the environment and cultural heritage of the residents.
- (c) In general, contribute in encouraging Sustainable Development.

#### INTRODUCTION TO PLANNING

Many day to day situations involve decision making, this is to create a sustainable development within a specific area. Planning; helps to improve the efficiency of executing actions. Planning is often associated with full employment as without proper planning, there will be no sustainable development. Msunduzi Municipality has a proper functioning unit, which has two components; these are Spatial Sub-Unit and Development Sub-Unit. The main function of Spatial Sub-Unit is to prepare strategic documents, like Spatial Development Framework and Local Area Plans, whereas the task of the Development Sub-Unit is to monitor and assess day to day developmental applications as well as building plans.

Strategies that are currently undertaken by Town Planning Department at Msunduzi Municipality are as follows:-

- A. Reviewing of the Spatial Development Framework.
- B. Developing a Local Area Plan for Northern Areas
- C. Reviewing of the Pietermaritzburg Town Planning Scheme.
- D. Preparing a Princinct Plan for Manaye Hall.

APPLICATIONS FOR LAND USE DEVELOPMENT						
Detail	Formalisation of		Rezoning		Built environment	
	2015/2016	2016/2017	2015/2016	2016/2017	2015/2016	2016/2017
Planning application received	28	39	31	50	05	06
Determination made in year of receipt	18	12	25	15	05	04
Determination made in following year	06	06	03	10	00	02
Applications withdrawn	00	02	01	00	00	00
Applications outstanding at year end	04	19	02	35	00	00



PLANNING POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMA NCE AREA	PROGRA MME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicab le)
TP & EM 01	NKPA 6 - CROSS CUTTING	Spatial Planning and land administr ation	Northdal e Local Area Plan	25,28,29, 34,37 and 38	Draft Northdale Local Area Plan Report and Draft Implementation Framework prepared & submitted to SMC by the 30th of June 2017	The Draft Northdale Local Area Plan was submitted to the Municipality on 19 June 2019. It was further submitted to SMC for approval on 27 June 2017	3 (100% - 129%)
TP & EM 02	NKPA 6 - CROSS CUTTING	Pietermar itzburg Airport Precinct and Managem ent Plan	Airport Precinct and Impleme ntation Plan	24,36	Final Airport Precinct Plan submitted to SMC for approval by the 28th of February 2017	Final Airport Precinct Plan submitted to SMC for approval by the 28th of February 2017	3 (100% - 129%)
TP & EM 04	NKPA 6 - CROSS CUTTING	LAND USE MANAGE MENT SYSTEM	Impleme ntation of SPLUMA through Municip al Planning Tribunal	ALL	100% of PDA & SPLUMA applications considered by the MPT within legislated timeframes by the 30th of June 2017	67 applications were considered by the MPT for the months July 2016 to 30 June 2017 and 67 were within timeframe.	3 (100% - 129%)

EMPLOYEE: TOWN PLANNING					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	-	-	-	-
T04-T08	4	7	2	5	71
T09-T13	1	39	12	27	69
T14-T18	10	5	4	1	20
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>15</b>	<b>67</b>	<b>28</b>	<b>39</b>	<b>58</b>

EMPLOYEE: GEVDI					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	1	1	0	1	100
T04-T08	1	1	1	0	0
T09-T13	4	11	1	10	91
T14-T18	2	5	1	4	80
T19-T22	0	-	-	-	-
T23-T25	-	-	-	-	-
Total	8	18	3	15	83

FINANCIAL PERFORMANCE 2016/2017: PLANNING SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	23 400	0	0	1 463	0
Expenditure:					
Employees	17 489	7 619	11 353	11 328	-0.22
Repairs and Maintenance	116	32	36	1	-97
Other	7 341	3 398	6 395	4 486	-30
<b>Total Operational Expenditure</b>	24 946	11 049	17 784	15 815	-11
<b>Net operational (Service) Expenditure</b>	1 546	11 049	17 784	14 352	-79

CAPITAL EXPENDITURE: PLANNING SERVICES					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>		8 873	8 363	-6	
COMPUTER EQUIPMENT		299	299	0	
MACHINERY AND EQUIPMENT	0	7	7	0	
FURNITURE	0	38	35	-8	
OFFICE RENOVATION	0	794	274	-65	
PLANNING LABORATORY	0	7 735	7 748	0.16	

#### COMMENT ON THE PERFORMANCE OF PHYSICAL PLANNING OVERALL:

Although there were some challenges in terms of human capacity, it should be noted that the performance of Town Planning Department is satisfactory.

Explain the priority of the four largest capital projects and explain the variations from budget for net operating and capital expenditure. Confirm your year 5 targets set out in the IDP schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest

capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from 2012/2013 and/or previous year actuals, or expected future variations).

The following projects as shown in the approved IDP will be undertaken by Town Planning Sub-unit in the next five years:

- (a) Reviewing of the Ashburton Town Planning Scheme 2017/18 Financial Year, the budget is R 1 000, 000.
- (b) Reviewing of the Vulindlela Local Area Plan with specific purpose of including Ward 39, the budget is R1000 000.
- (c) Preparation of the Local Area Plan for Scottsville and Pelham Area, the budget is R1, 800 000.
- (d) Preparing a Land Use Policy for areas located outside the Land Use Schemes, the budget is R1 000 000.

## 2.2 LOCAL ECONOMIC DEVELOPMENT

### INTRODUCTION TO LOCAL ECONOMIC DEVELOPMENT

The Local Economic Development Strategy is encapsulated in the document completed in 2015 which is currently undergoing a review. The strategy outlines the way forward, and guides and promotes local economic development initiatives within the municipality. Critical measures identified included effectively utilising pieces of land and sites near to the N3 corridor; investing in infrastructure to stimulate growth; maintenance and upgrading of existing infrastructure such as electricity, water etc; ensuring that investment initiatives are geared towards promotion of township development and ensuring that the city is a safe, clean and secure environment. Major strides have been made towards the above by various Business units in the municipality, including the initiation of the integrated passenger transport network, completion of the Edendale Town Centre plans which is now at the planning phase geared towards the approval of statutory applications, several private sector commercial/logistics developments commencing in Lynnfield Park near the N3, significant upgrades to the electricity network and the launching of the Airport Precinct plan with its related Techno Hub.

ECONOMIC ACTIVITY BY SECTOR			
	R'000		
Sector	2014	2015	2016
Agriculture	1,167,773	1,084,963	1,001,998
Mining	161,070	156,244	149,871
Manufacturing	3,990,288	3,982,941	4,003,689
Electricity	1,064,011	1,041,843	1,002,334
Construction	1,358,538	1,383,132	1,397,567
Trade	4,543,593	4,637,149	4,682,883
Transport	3,457,526	3,509,726	3,563,107
Finance	5,711,321	5,828,371	5,892,262
Community services	8,670,092	8,762,708	8,910,464
Total Industries	30,124,211	30,387,076	30,604,176
Taxes less Subsidies on products	2,780,956	2,806,904	2,808,473
<b>Total (Gross Domestic Product - GDP)</b>	<b>32,905,167</b>	<b>33,193,980</b>	<b>33,412,649</b>

ECONOMIC EMPLOYMENT BY SECTOR			
	Jobs		
Sector	2014	2015	2016
Agriculture	6,105	7,157	7,589
Mining	331	317	335
Manufacturing	23,637	24,026	23,043
Electricity	1,235	1,219	1,052
Construction	13,350	14,267	14,316
Trade	40,785	42,328	42,217
Transport	10,421	10,393	10,418
Finance	26,454	26,747	26,147
Community services	55,917	59,288	60,106
Households	18,518	19,322	20,408
<b>Total</b>	<b>196,751</b>	<b>205,065</b>	<b>205,631</b>

## COMMENTS ON LOCAL JOB OPPORTUNITIES:

The latest Global Insight data indicates that while there is increase in employment from 2015 to 2016, the increase is not that significant. The labour market in the municipal economy seems to be undergoing a similar experience as the national economy which is reacting to the depressed economic conditions and outlook.

JOB CREATION THROUGH EPWP* PROJECTS		
Details	EPWP Projects No.	Jobs created through EPWP Projects No.
2014/2015	13	1035
2015/2016	60	972
2016/2017	24	913
Extended Public Works Programme		

LOCAL ECONOMIC DEVELOPMENT POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
LED 05	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	LED Strategy	Implementation of LED Strategy	N/A	LED strategy reviewed and completed Implementation plan submitted to SMC for approval by the 30th of June 2017	Draft LED strategy received on the 29th of June 2017	2 (70% - 99%)
LED 06	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Business partnerships	Growth Coalition meetings	N/A	2 x meetings of the Pmb Growth Coalition facilitated by the 30th of June 2017	Two meetings of the Coalition were held on 10 March and 30 June 2017.	3 (100% - 129%)
LED 07	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Training workshops for SMME and Co-ops	Training workshops for SMME and Co-ops	All wards	8 x training workshops facilitated for SMMEs and Co-ops by the 30th of June 2017	8 x training workshops facilitated for SMMEs and Co-ops by the 30th of June 2017	3 (100% - 129%)

LOCAL ECONOMIC DEVELOPMENT POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMAN CE AREA	PROGRAM ME	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicabl e)
EDS 9	NKPA 3- Local Economic Development	Developme nt of Informal Economy	Formation of informal sector representativ e bodies	All	2 x Informal Sector representativ e bodies established by the 30th of June 2017	2 x Informal Sector representati ve bodies established by the 30th of June 2017	3 (100% - 129%)

EMPLOYEE: ECONOMIC DEVELOPMENT & GROWTH					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-				
T04-T08	1				
T09-T13	4	13	7	6	46
T14-T18	1	2	1	1	50
T19-T22	2				
T23-T25	-				
Total	8	21	13	8	38

EMPLOYEE: MUNICIPAL BUSINESS ENTITIES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-				
T04-T08	-	1	0	1	100
T09-T13	-				
T14-T18	-	1	0	1	100
T19-T22	1	1	1	0	0
T23-T25	-				
Total	1	3	1	2	33

FINANCIAL PERFORMANCE 2016/2017: LOCAL ECONOMIC DEVELOPMENT SERVICES					
					R'000
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	-26	0	0	0	0
Expenditure:		8 097	8 773	9 372	6.8
Employees	5 811	5 962	5 801	7 415	28
Repairs and Maintenance	0	0	0	0	0
Other	6 052	2 135	2 972	1 957	-34
<b>Total Operational Expenditure</b>	11 863	8 097	8 773	9 372	7
<b>Net operational (Service) Expenditure</b>	11 837	-8 097	-8 773	-9 372	-7

CAPITAL EXPENDITURE: LOCAL ECONOMIC DEVELOPMENT SERVICES					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
No Capital Expenditure in 2016/2017	N/A	N/A	N/A	N/A	N/A

#### COMMENT ON LOCAL ECONOMIC DEVELOPMENT PERFORMANCE OVERALL:

As at the end of 2016 the economy of the Msunduzi Municipality still experienced a period of positive growth, however at a much lower rate than during the period immediate after the global economic recession. There is a definite general broad base slowdown in economic activity in the municipal economy similar than the national scenario.

The Municipality possesses a number of economic advantages, including:

- Locational Advantages: the centrality of the Municipality and the fact that the Municipality is bisected by the N3 corridor, which is the primary logistical corridor linking Gauteng with Durban Harbour;
- Natural/ Geographic Advantages: Highly fertile land;
- Human Capital Advantages: Good primary, secondary schools and tertiary institutions; and
- Institutional Advantages: Msunduzi enjoys 'Capital City' status.

## 2.3 AIRPORT

### INTRODUCTION TO AIRPORT SERVICES

Airport is set to become a regional integration of intermodal transport hub for the region and that will be a critical catalyst for economic development.

The focus for the current financial year implement those projects that will assist in keeping airport running without disruption and implement our long term growth strategies.

AIRPORT SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
CE 11	NKPA 2 - BASIC SERVICE DELIVERY	GROUND EQUIPMENT PARKING BAY	Construction of ground parking equipment	24	100% construction of ground parking equipment at the PMB Airport completed by the 30th of June 2017	90 % Of construction done.	2 (70% - 99%)
CE 13	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Provision of air navigation services	Air traffic and Navigation Services	all	100% provision of Airport Navigation services at the PMB airport by the 30th of June 2017	100% provision of Airport Navigation services at the PMB airport	3 (100% - 129%)
CE 14	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Provision of X ray equipment at the airport	X ray and Screening Equipment	all	100% Provision of X-ray services for the screening of passengers and goods at the PMB airport by the 30th of June 2017	100% Provision of X-ray services for the screening of passengers and goods at the PMB airport	3 (100% - 129%)



AIRPORT SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
CE 15	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Provision of airport security	Airport Security	All	100% security provision at the PMB airport by the 30th of June 2017	100% security provision at the PMB airport	3 (100% - 129%)

EMPLOYEE: AIRPORT SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.)	Vacancies (as a % of total posts) %
T01-T03	-	2	2	0	0
T04-T08	-	7	2	5	71
T09-T13	-	1	0	1	100
T14-T18	-	1	1	0	0
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	-	<b>11</b>	<b>5</b>	<b>6</b>	<b>55</b>

FINANCIAL PERFORMANCE 2016/2017: AIRPORT SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	-9 721	0	0	2 542	0
Expenditure:					
Employees	485	479	459	524	14
Repairs and Maintenance	552	53	1 332	801	-40
Other	18 465	7 870	9 170	8 436	-8
<b>Total Operational Expenditure</b>	19 502	8 402	10 961	9 761	-10
<b>Net operational (Service) Expenditure</b>	6 141	-8 402	-10 961	-7 225	-34

CAPITAL EXPENDITURE: AIRPORT SERVICES					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
Tech HUB	-	1 500	1 467	-2.2	

**COMMENT ON THE PERFORMANCE OF AIRPORT SERVICES OVERALL:**

The Airport passenger traffic has grown significantly and has managed to command the confidence of the midlands residents including customers to as far as Mzimkhulu. We are confident that approval and implementation of the airport master plan will position the airport in long term sustainable growth trajectory.

We have made a significant progress in addressing the compliance issues raised by Aviation Regulatory Authority, ACSA and Auditor General. Most of the remediation measured will be implemented during the 17/18 budget year, while others that needs a significant capital budget allocation maybe be cascaded to three year medium term budget plan.

## **2.4 BUILDING CONTROL & SIGNAGE**

### **INTRODUCTION TO BUILDING CONTROL & SIGNAGE**

The Building Control and Signage Section controls building construction and outdoor advertising signage in the city. This is done through compliance with the National Building Regulations and Building Standards Act, 1977, the SANS 10400, and the Msunduzi Municipality Advertising Signs Bylaws. This section has seen several changes over the year:

1. On the Building Control side the staff complement was reduced during the year due to the resignations of one Plans Examiner in December 2016, one Technical Clerk in June 2016 and one Building Inspector whose permanency comes to an end at the end of July 2017. These three posts have not yet been filled. Regarding the vacant and funded Law Enforcement Officer post, this was advertised as “Senior Building Enforcement Officer” and still remains to be filled but an alternative arrangement has been made through Traffic & Security to provide an officer on a three month secondment basis. Regarding the Priority posts we had requested six Building Inspectors but none were advertised. This is a major challenge in covering the growing zones within the city following the resignation of one Building Inspector and no filling of the previously vacated posts. In addition one Senior Building Inspector and two Plans Examiners were advertised. Regarding the three year fixed term contracts we had requested six Building Inspectors, two Plans Examiners and one Senior Building Inspector but the Human Resources advertised two Building Inspectors and one Senior Building Inspector. The section is faced with the solution of renewing the three months contract of the Plans Examiner.
2. During the year the Plan Approval Systems have been further improved:
  - Plan Approval Management software has been operating well and reducing approval times. Necessary enhancements and upgrades to the system were implemented by the appointed service provider with ICT and all glitches were fixed.
  - The Plan Approval Committee has continued to ensure delays are minimised and to address the risk of possible fraud and corruption in the plan approval process.
3. On the Outdoor Advertising side there has been little or no improvement – there have been no appointments made to the Signage Officer post though this has been advertised by Human Resources. There has also been the three months contract extensions of the Signage Officer. Since the previous Signage Management Service Provider contract came to an end on 31 December 2015, SCM processes are underway to appoint a new Service Provider (Management company) to provide support as well as the appointment of Co-operatives. The Management Tender is currently at BEC and the Co-operatives Tender is in the process of cancellation at BAC and due for re-advertising.
4. Other initiatives which have contributed to the control of signage and promise substantial revenue for the City are:
  - The renewal of Billboard contracts for all Billboards in the City is in the process of being finalised.

BUILDING CONTROL & SIGNAGE POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENC E	NATIONAL KEY PERFORMANCE AREA	PROGRAM ME	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
IP & S 03	NKPA 1 - MUNICIPAL TRANSFORMATI ON & ORGANIZATIONA L DEVELOPMENT	Optimize system, procedures and processes for Infrastructu re Planning & Survey	Improve processes for Building Plan Applications .	All	95% of Building Plan Applications <500m2 to be processed for approval by the Plan Approval Committee within an average of 30 days from date of receipt of the application, by the 30th of June 2017	100% of Building Plan Applications <500m2 processed for approval by the Plan Approval Committee within an average of 30 days from date of receipt of the application, by the 30th of June 2017 (Total 680 applications, in average of 21 days)	3 (100% - 129%)
IP & S 05	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Improve Infrastructu re Planning & Survey compliance and reduce risk.	Implement Infrastructu re Planning & Survey compliance and risk managemen t	All	580 building contravention inspections conducted for illegal building works by the 30th of June 2017	607 building contravention inspections conducted for illegal building works by the 30th of June 2017	3 (100% - 129%)
IP&S 08	NKPA 1 - MUNICIPAL TRANSFORMATI ON & ORGANIZATIONA L DEVELOPMENT	Optimize system, procedures and processes for Outdoor Advertising Signage	Improve processes for Signage applications for all Posters, Banners & Flags	All	Average of 3 days after receipt of application taken to process (approve or decline) all Poster, Banner or Flag applications by the 30th of June 2017.	Average of 2 days after receipt of application taken to process (approve or decline) all Poster, Banner or Flag applications by the 30th of June 2017.	3 (100% - 129%)

BUILDING CONTROL & SIGNAGE POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENC E	NATIONAL KEY PERFORMANCE AREA	PROGRAM ME	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
IP&S 10	NKPA 1 - MUNICIPAL TRANSFORMATI ON & ORGANIZATIONA L DEVELOPMENT	Optimize system, procedures and processes for Outdoor Advertising Signage	Improve processes for managemen t of all Outdoor Advertising Signage.	All	Appointmen t of Signage Managemen t Company to manage all Outdoor Advertising Signage by 31 March 2017.	Signage Management Company not appointed.	1 (69% & below)

## APPROVED BUILDING PLAN INFORMATION FOR THE MSUNDUZI MUNICIPALITY FOR THE PERIOD 1 JULY 2016 TO 30 JUNE 2017

	1			3			2	4			5			6		
	Residential Dwelling Houses Passed			Other Residential- Flats, Hotels Etc			RPD Passed	Non Residential- Private Sector			Non Residential- Public Sector			Alteration & Additions-All Buildings		
	No.	Area	Cost	No	Area	Cost	RPD Passed	No	Area	Cost	No.	Area	Cost	No.	Area	Cost
JULY	18	3848	16206360	0	0	0	0	0	0	0	0	0	0	46	6164	23718900
AUGUST	16	3143	13819000	8	724	1200000	0	0	0	0	0	0	0	60	5347	21089000
SEPTEMBER	12	3936	21091500	12	892	4000000	0	3	2371	19350000	0	0	0	47	3161	11134575
OCTOBER	17	3477	22735800	21	1746	7000000	0	4	5340	27876000	0	0	0	64	7747	28919875
NOVEMBER	7	2693	20280000	0	0	0	0	1	1442	6000000	0	0	0	47	6209	26748500
DECEMBER	4	858	6610000	45	1376	6500000	0	0	0	0	0	0	0	15	6459	27784500
JANUARY	4	614	2651000	0	0	0	0	0	0	0	0	0	0	34	5717	22986500
FEBRUARY	46	8593	43664000	4	293	1300000	0	2	4353	17376000	0	0	0	47	4978	21230000
MARCH	16	3465	20611500	27	3500	15000000	0	2	7085	27600000	0	0	0	64	5312	16712500
APRIL	8	1165	5029500	0	0	0	0	2	1940	9000000	0	0	0	32	2921	10912180
MAY	8	2785	19125000	0	0	0	0	1	5377	21500000	0	0	0	43	5397	23118000
JUNE	10	2884	20819000	0	0	0	0	0	0	0	0	0	0	45	6332	41292400
TOTAL	166	37461	212642660	117	8531	35000000	0	15	27908	128702000	0	0	0	545	65744	275646930

EMPLOYEE: BUILDING CONTROL & SIGNAGE					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-				
T04-T08	9	4	3	1	25
T09-T13	10	45	17	28	62
T14-T18	1	1	1	0	0
T19-T22	-				
T23-T25	-				
Total	20	52	23	29	56

EMPLOYEE: LAND SURVEY					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	3	12	7	5	42
T04-T08	1	4	0	4	100
T09-T13	6	15	10	5	33
T14-T18	3	2	2	0	0
T19-T22	1				
T23-T25	-				
Total	14	33	19	14	42

EMPLOYEE: LICENSING					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-				
T04-T08	1	3	1	2	67
T09-T13	5	12	5	7	58
T14-T18	1	1	1	0	0
T19-T22	-				
T23-T25	-				
Total	7	17	7	10	59

FINANCIAL PERFORMANCE 2016/2017: BUILDING CONTROL & SIGNAGE					
					R'000
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-2 826	0	0	2 102	0
Expenditure:					
Employees	11 440	11 454	12 332	12 607	2.2
Repairs and Maintenance	41	4	0	0	
Other	2 686	2 344	2 327	1 229	-47
<b>Total Operational Expenditure</b>	14 167	13 802	14 659	13 836	-6
<b>Net operational (Service) Expenditure</b>	11 331	-13 802	-14 659	-11 734	-19

CAPITAL EXPENDITURE: BUILDING CONTROL & SIGNAGE					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>		109	81	-26	
COMPUTER EQUIPMENT	0	75	75	0	
FURNITURE AND EQUIPMENT	0	28	0	-100	
MACHINERY AND EQUIPMENT		3	3	0	

#### COMMENT ON THE PERFORMANCE OF BUILDING CONTROL & SIGNAGE OVERALL:

The Building Control and Signage section started off well during the first half of the 2016/17 financial year due to the additional staff members recruited during the year. However production started lagging during the second half due to the resignation of a Plans Examiner, one Technical Clerk and one Building Inspector and, the non-filling of vacant posts. This situation was due to be improved when the newly approved organisational structure was implemented, especially with appointment of an additional Plan Examiner or two. These posts are critical to improving the service of approval of building plans.

The new Plan Approval System enhancements were completed and implemented and, they have shown signs of improving the quality and quantity of Building Plans approved and the service delivered.

The Outdoor Advertising function is still experiencing challenges due to shortage of experienced management and operational staff, but strategies for better control of legal advertising and eradication of illegal advertising have been developed and promise to deliver more control, a cleaner city, and increased revenue to the council during the 2016/17 financial year.



## 2.5 MARKET

### INTRODUCTION TO MARKET SERVICES

The Pietermaritzburg Market operates as an agency for the Farmers in the District and main products that are sold are the agricultural produce. The business model of the market is based on critical mass in terms of tonnage. Our market still maintains the number 4 spot on national market listings of 18 national markets.

In 2016/17 the main focus was to finalise projects that were funded by Provincial department of Co-operative Governance (CoGTA) in 2015/16.

MARKET SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
LED 02	NKPA 2 - BASIC SERVICE DELIVERY	PMB MARKET	Pallet Park	24	100% Completed Pallet Park construction as per approved construction plan by the 30th of June 2017	100% Completed Pallet Park construction as per approved construction plan by the 30th of June 2017	1 (69% & below)
LED 03	NKPA 2 - BASIC SERVICE DELIVERY	PMB MARKET	Erection of internal fencing	24	100% construction of the Market internal fencing completed by the 30th of June 2017	100% Internal fence Completed.	3 (100% - 129%)
CE 02	NKPA 2 - BASIC SERVICE DELIVERY	PMB MARKET	Installation of cold room compressors	24	7 x new cold room compressors purchased & installed at the PMB Market by 31st of April 2017	Project completed	3 (100% - 129%)

EMPLOYEE: MARKET SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	13	16	10	6	38
T04-T08	18	30	22	8	27
T09-T13	6	10	6	4	40
T14-T18	-	1	1	0	0
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	37	57	39	18	32

FINANCIAL PERFORMANCE 2016/2017: MARKET SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-21 074	0	0	4 788	0
Expenditure:					
Employees	8 606	8 884	11 149	11 210	0.54
Repairs and Maintenance	1 347	1 348	2 866	1 891	-34
Other	25 945	2 206	1 620	509	-69
<b>Total Operational Expenditure</b>	35 898	12 438	15 635	13 610	-12
<b>Net operational (Service) Expenditure</b>	14 824	-12 438	-15 635	-8 822	-43

CAPITAL EXPENDITURE: MARKET SERVICES					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
No capital projects in 2016/2017	N/A	N/A	N/A	N/A	

#### COMMENT ON THE PERFORMANCE OF MARKET SERVICES OVERALL:

The market continues in its growth trajectory and the implementation of Emerging Farmers Program by the KZN provincial government will increase the sale tonnage in the future. The budget allocated during the 16/17 financial year was fully utilised to implement all planned projects. The plans to develop Agro processing Facility in partnership with KZN Agricultural Development Agency is at advanced stage and once the business case for this project has been concluded, then the project will be commissioned. The internal fencing was done to demarcate spaces and create additional space for the new participants.

It is our long term goal to increase the number of buyers beyond 200 and more especially the previously disadvantaged section of our society for long term economic inclusive growth.

## **2.6 HUMAN SETTLEMENTS**

### **INTRODUCTION TO HUMAN SETTLEMENTS**

The Housing Sector Plan sets out housing delivery goals and targets for the municipality and provides an approach to housing delivery and spatial transformation. The Housing Sector Plan is reviewed annually together with the Integrated Development Plan of the Municipality. Msunduzi Municipality developed its first Housing Sector Plan in 2011. The Human Settlements Sub-Unit reviewed its 2011 Housing Sector Plan during the 2014/15 financial year and was approved by Council in 2015. The review of the Housing Sector Plan will be done in 2017.

Like other secondary cities in South Africa, the Municipal spatial character depicts the legacy of apartheid planning and high levels of urbanisation. There are currently seventy identified informal settlements located in different parts of the city with limited basic services.

#### **SOME OF THE KEY OBJECTIVES OF THE HOUSING SECTOR PLAN IS TO:**

- Upgrade the existing well located informal settlements to improve land tenure and access to basic services
- Accelerate development and consolidate human settlements development in line with the National Policy directives and the IDP of the Municipality
- Contribute towards spatial transformation and creation of an efficient settlements and spatial pattern.

The Municipality is currently acting as a developer and has delivered several housing projects through funding from the Department of Human Settlements. Since 2004, the Municipality has delivered approximately 11000 housing units with access to basic services (water, electricity, roads, storm water, etc.).

During the year 2014/2015 the Municipality managed to acquire large tracts of vacant and informally settled land for future housing and upgrading of existing informal settlement.

The Human Settlements Sub Unit is made up of four (4) Sections with each focusing on key programmes of human settlements:

#### **-INFORMAL SETTLEMENT**

This section facilitates the National Upgrading Support Programme which seeks to identify and incrementally upgrade informal settlements. The programme involves the identification, categorisation and prioritisation of informal settlements for upgrading initiatives. With the assistance of the National Department of Human Settlements, the service provider was appointed to produce informal settlement upgrading strategy as a first phase of the programme. Through this project, a total of seventy informal settlements were identified, categorised and prioritised. A service provider has already been appointed for the second phase which involves detailed investigations.

The second phase of the NUSP programme involved the detailed assessment of 24 informal settlements. This included geotechnical and environmental assessments and if the settlement could be upgraded a town planning layout was prepared. The report also covers costing for the provision of basic services.

One of the main challenges the Section is facing in dealing with Informal Settlement is massive land invasions and mushrooming of more informal settlements. The Municipality is having a challenge in fighting this phenomenon.

What is even more challenging about land invasions is that they are targeting land that has already been identified for human settlements.

#### **- PLANNING**

This Section identifies and facilitates the acquisition of well-located land to implement the relevant national housing subsidy programmes. Ensure the alignment between the Human Settlements Sector Plan, Spatial Development Framework Plan and Infrastructure Development Sector Plan. Prepare and package human settlements projects business plans to secure funding from relevant sources. Develop strategic policies to enhance the development of integrated human settlement within the Municipal area.

There are currently twelve housing projects that are in various phases of the planning stage. These projects are expected to deliver a combined yield of 13 500 units in different financial years.

During the 2015/2016 financial year, the Municipality acquired several large parcels of private land for human settlements development. The land acquisition programme has resulted in eight new housing projects. The projects in the planning stage include informal settlement upgrading (project-linked subsidy), social/rental housing and gap market.

#### **-PROJECT IMPLEMENTATION**

This Section is responsible for the provision of infrastructural services that are in-line with the municipal acceptable standards and top structures that comply with the National Housing Code, National Building Regulations, the NHBRC standards as well as Municipal requirements. Facilitate the process of acquiring MIG funding to ensure that services delivered are in-line with the municipal acceptable standards. Ensure that quality control is maintained during the construction of both infrastructure services and top structures.

There are currently nine housing projects that are in various phases of the implementation stage. These projects are expected to deliver a combined yield of 30202 units in different financial years which is inclusive of Operation Sukuma Sakhe Phase 1 and 2 intervention. During the 2015/16 financial year the municipality was able to deliver 3 048 units to low income qualifying beneficiaries of the Msunduzi Municipality.

One of the challenges the municipality has experienced over the years is the poor workmanship on houses that were delivered from 1994 – 2002. The Municipality is currently undertaking rectification programmes which include the rectification of 2086 Wire-walled houses and another 585 units. The Municipality has also experienced a challenge whereby most of projects that were undertaken post 1994 were never completed and closed out, about 11 000 units have never been transferred to the beneficiaries. In rectifying this situation the Municipality has appointed a Conveyancer to verify and transfer the 5685 units. This process has started and should be completed in two financial years.

## ***-HOUSING ADMINISTRATION***

The Section administers all property management activities for Council's Housing Rental Stock, Odd and freestanding properties. The Municipality currently owns 248 rental flats and 40 state funded properties and 58 odd / freestanding properties (houses) that are being leased out to tenants. The unit is also in the process of disposing of the approximately +- 800 ex-state owned pre-1994 properties within the Edendale area by application of the Extended Enhanced Discount Benefit Scheme (EEDBS). The section furthermore supports the National mandate of capturing the need for housing on the National Housing Needs Register (NHNR), a web based program housed at a National level.

Some of the major challenges that the section currently faces under the administration of the Housing Rental stock, has been a long history of poor payment of rentals and services, the lack of information on the status of the current tenants occupying the units as there has been many cases of sub-letting by previous tenants, deceased tenants (lease holder) which have passed away, leaving family members who can't afford the rentals etc. but are still on the billing system. The other challenges is lack of qualified data that both Housing Administration and Finance work from in terms of rental collection and also the systems being used by the sections to perform property management activities. There has also been minimal maintenance of the rental stock due to lack of funding resulting from non-payment of rentals.

One of the successes has been the completion of tenant audit and verification for all Council Housing rental stock and Odd / freestanding properties. This process has assisted in addressing the current challenges within all the tenancy discrepancies. The other achievement has been the formulating and approving of a turnaround strategy and action plans to arrest the escalating arrears within all rental housing stock. The debt has been further categorised into status of tenancies and e.g. Deceased tenants, unemployed tenants, etc. Reports have been submitted to Council recommending the various action plans which included debt write-off and those tenancies that could face eviction. The other achievement has been a committee that has been formed between Housing Administration and Finance to deal with all the issues that are cross-cutting. A new system (software) for the waiting list of potential tenants was also put in place with necessary security features to safeguard against corruption. The matter of maintenance although plagued by challenges, progress has been noted by formulating and approving a turnaround strategy, to achieve a 7 day turnaround time to addressing all maintenance queries. The Section is also in the process of appointing a Service provider who will assess the condition of all the rental stock and compile a 1 year and 5 year maintenance plan. The section is also in the process of appointing a service provider to conduct a valuation of all rental stock to determine market related values. This will help in assessing of whether the rental stock is financially viable for Council.

In regards to the application of the EEDBS, the section is currently appointing a conveyancer to handle all the transfers. A report has also been submitted to Council to address all blockages and so that approval can be granted for a smoother application of the EEDBS. The National Housing Needs Register (NHNR) has now been fast tracked by PDoHS by the appointment of service providers to conduct the survey and the section in supporting the process by providing the necessary staff to be trained on the application and capturing on the NHNR.

PERCENTAGE OF HOUSEHOLDS WITH ACCESS TO BASIC HOUSING			
Year End	Total Households (incl. formal and informal Settlements)	Houses in formal settlements	Percentage of HHs in formal settlements
2013/2014	*163993	120862	73,7%
2014/2015	*163993	120862	73,7%
2015/2016	*163993	120862	73,7%
2016/2017	*163993	*123391	75,2%
<ul style="list-style-type: none"> <li>Census 2011 data.</li> </ul>			

HUMAN SETTLEMENTS SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable )
HS26	NKPA 6 - CROSS CUTTING	Implementation	Willowfont an EE Phase 1	17	73 x new housing units completed for Willowfont an EE Phase 1 by the 30th of June 2017	Project at tender Evaluation Stage	2 (70% - 99%)
HS27	NKPA 6 - CROSS CUTTING	Implementation	Wirewall Rectification Project	10, 15, 17, 23, 16, 14	Completion of 60 Units and Renovation of 50 Units.	24 units have been completed. 8 Units are at roof level and 12 units are at wall-plate level. 20 units have been handed over. Building plans have been approved and began. Renovation to one double storey and one single unit completed. Temporary camp 50 units	2 (70% - 99%)

HUMAN SETTLEMENTS SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENC E	NATIONAL KEY PERFORM ANCE AREA	PROGRAM ME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable )
						completed. The IA has submitted a BOQ for renovations to DoHS and still waiting for an approval from consultant BMK, last approval was on 16 December 2016. The IA has requested to demolish further structures from DoHS.	
HS29	NKPA 6 - CROSS CUTTING	Implementa tion	Vulindlela Rural Housing Project	1 to 9	2250 x new housing units constructed in wards 1 - 9 (Vulindlela Rural Housing Project) by the 30th of June 2017	3236 x new housing units constructed in wards 1-9 (Vulindlela Rural Housing Project) by 30 April 2017	4 (130% - 149%)
HS30	NKPA 6 - CROSS CUTTING	Implementa tion	Edendale Unit s Phase 8 Ext.	10	60 x new housing units constructed in ward 10 (Edendale Unit s Phase 8 Ext.) by the 30th of June 2017	8 Units have been completed and handed, 10 units are at roof level. 20 units are at wall plate level. 11 slabs have been cast.	2 (70% - 99%)

EMPLOYEE: HOUSING DELIVERY					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	-	-	-	-
T04-T08	1	3	2	1	33
T09-T13	4	34	12	22	65
T14-T18	5	9	7	2	22
T19-T22	1	1	1	0	0
T23-T25	-				
Total	11	47	22	25	53

EMPLOYEE: HOUSING ADMIN					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	4	1	1	0	0
T04-T08	4	12	6	6	50
T09-T13	2	9	3	6	67
T14-T18	1	1	1	0	0
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	11	23	11	12	52

EMPLOYEE: REAL ESTATE & VALUTIONS					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	0	-	-	-	-
T04-T08	3	-	-	-	-
T09-T13	4	18	6	12	67
T14-T18	1	6	1	5	83
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	8	37	14	23	62



FINANCIAL PERFORMANCE 2016/2017: HOUSING SERVICES					
					R'000
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	18 094	0	0	52 271	
Expenditure:					
Employees	18 094	13 849	24 787	15 093	-39
Repairs and Maintenance	390	740	19 740	17 879	-9
Other	24 708	1 792	31 180	5 984	-80
<b>Total Operational Expenditure</b>	37 695	16 381	75 707	38 956	-47
<b>Net operational (Service) Expenditure</b>	19 601	16 381	75 707	13 315	-82

CAPITAL EXPENDITURE: HOUSING SERVICES					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	-	29 549	25 561	-13	
TRANSPORT ASSET	-	300	0	100	
CONSTRUCTION OF FLATS	-	10 389	8 949	-13	
HOUSING UNIT	-	18 310	16 062	-12	
MACHINERY AND EQUIPMENT	-	50	80	60	
COMPUTER EQUIPMENT	-	500	470	-6	

#### COMMENT ON THE PERFORMANCE OF THE HUMAN SETTLEMENTS SERVICE OVERALL:

The Human Settlement Unit performed satisfactorily well. In terms of building capacity 7 new staff have been employed and a further 20 will be employed in 2017/18.

The Projects pipeline is in excess of 40 projects, most of which are in the Planning stage. In December 2016 the municipality advertised 12 new Projects for the appointment of Implementing Agents. This process will be completed in the first quarter of 2017/18.

There are quarterly meetings with the Councilors to provide progress reports on the projects in their wards. There is also monthly meeting with the Provincial DOHS to monitor and report on Progress and Challenges. There exists an excellent working relationship between all spheres of Government with regards to Human Settlements Programmes.

In terms of Capital performance, only one project could not start, being Yellowwood OSS 2. The project was advertised in this financial year of reporting and all SCM process have been completed. Expenditure will start during the 2016/17 financial year.

The Unit also received 4 project approvals from the PDOHS in this period and the Municipality will be undertaking and concluding the SCM processes in 2016/17. Funding is available for feasibility funding.

The NUSP programme is yielding good results and the reports being generated requires extensive funding for the provision of basic services. To date 55 settlements have been assessed with detailed reports. Funding request for the provision of basic services, for 12 Informal Settlements have been submitted to PDOHS for consideration and approval of the MEC.

The Unit is growing in terms of its capacity and advancing its housing pipeline.

## **2.7 ENVIRONMENTAL HEALTH**

### **INTRODUCTION TO ENVIRONMENTAL HEALTH**

Environmental Health encompasses those aspects of human health, including quality of life that is determined by physical, chemical, biological, social and psychosocial factors in the environment. It also refers to the theory and practice of assessing, correcting, controlling and preventing those factors in the environment that can potentially affect adversely the health of present and future generations. Environmental Health Services includes: Water quality monitoring, Food control, Waste management, Surveillance of premises, Communicable diseases control, Vector control, Environmental pollution control, Disposal of the dead, chemical safety and noise control.

The service delivery priorities focussed on water quality monitoring, food quality and safety , and air quality monitoring.

- **SERVICE DELIVERY PRIORITY (1): WATER MONITORING**

Monitoring water quality of potable, surface and ground water, ensuring water safety and accessibility in respect of a safe quality (microbiological, physical and chemical) and an adequate quantity for domestic use as well as in respect of the quality for recreational, industrial, food production and any other human or animal use. This was achieved by sampling and testing water in the field and examining and analyzing it in the Unit's laboratory, as well as advocating for proper and safe water usage and waste water disposal.

- **SERVICE DELIVERY PRIORITY (2): FOOD CONTROL**

Ensuring food safety in respect of acceptable microbiological and chemical standards, quality of all food for human consumption and optimal hygiene control throughout the food supply chain from the point of origin, all primary raw material or raw products production, up to the point of consumption. This was achieved by inspecting food production, distribution and consumption areas; monitoring informal food trading; inspecting food premises and any nuisances emanating therefrom; by applying food quality monitoring programmes and principles through various techniques, e.g. Hazard Analysis and Critical Control Points System (HACCP System) audits; and promoting the safe transportation, handling, storage and preparation of foodstuffs, including meat, milk and their products.

- **SERVICE DELIVERY PRIORITY (3): ENVIRONMENTAL POLLUTION CONTROL**

Ensuring hygienic working, living and recreational environments; identifying the polluting agents and sources of water, air and soil pollution; ensuring clean and safe air externally (ambient and point sources) through emission inventory monitoring, modelling and toxicological reports, reviews and complaint investigations; and taking the required preventative measures to ensure that the general environment is free from health risks. This was further achieved by ensuring the registration, permitting, monitoring and auditing of all industries, activities, trade, etc., which involves controlling the internal effects of pollution on the worker and the external effects of pollution on the community and the environment.

## SERVICE STATISTICS FOR ENVIRONMENTAL HEALTH

DESCRIPTION	TARGET	ACHIEVED
No. of Complaints investigated	Depending on the no. received	690
No. of Trade Licence application processed	Dependent on no. received	125
No. of condemnation of foodstuffs (voluntary surrender)	Dependent on no. received	181 condemnations
No. of Dairies registered in terms of the Dairy Bylaws	8	3
No. of Water samples from reservoirs and consumer points:	1092 samples	1279 samples
<ul style="list-style-type: none"> <li>Percentage compliance with SANS 241:2011 NB: SANS are national standards that replaced SABS(South African Bureau of Standards) 241: relates to drinking water</li> </ul>	100%	99.2%
No. of Water samples from rivers and streams	708 samples	708 samples
Percentage compliance in terms of SAWQ Guidelines	100%	66.9%
<ul style="list-style-type: none"> <li>Food sampling: No of samples analysed</li> </ul>	480 samples	510 samples
<ul style="list-style-type: none"> <li>Percentage compliance with microbial standards:</li> </ul>	100%	88%
Swabbing: No of swabs	480 swabs	510 swabs
<ul style="list-style-type: none"> <li>Percentage compliance with microbiological standards:</li> </ul>	100%	58%
No. of Food premises inspected in terms of R962 (Food Regulations): <ul style="list-style-type: none"> <li>Formal:</li> <li>Informal:</li> </ul>	<ul style="list-style-type: none"> <li>1900</li> <li>Dependent on no. of applications received</li> </ul>	<ul style="list-style-type: none"> <li>Formal: 2781</li> <li>Informal: 270</li> </ul>
No. of Communicable Diseases notifications investigated:	Dependent on no. of notifications received from medical facilities	35
No. of Vector Control investigations, treatment and baiting	12000 sites	14263 sites
No. of Premises inspected for compliance with Tobacco Legislation:	2400 premises	3737 premises
No. of Places of care inspected:	480 premises	789 premises inspected
No. of Health Care Waste generators inspected:	480 premises	639 premises
No. of Commercial, industrial and residential premises inspected	4044 premises	7037 premises
No. of Scheduled processes/listed activities:	120 premises	236 premises
No. of Controlled burning applications processed:	Dependent on no. received	11 applications processed
No. of Contravention Notices issued	Dependent on contraventions	1113 Contravention notices
No. of Prosecutions instituted	Dependent on contraventions	47 prosecutions
Fines received {Note: twelve (12) successful prosecutions; eight(8) summonses were withdrawn; seventeen(17) warrants of arrest were issued; five(5) cases were struck off the roll; and two (2) cases were remanded to July 2017}	Dependent on successful prosecutions	R17 500.00

### Air Quality Data

It is the responsibility of the municipality to monitor air quality, in terms of the Air Quality Act, No. 39 of 2004. For data to be accredited, the analysers must be calibrated and checked bi-weekly. Air Quality Data was not available from any of the Air Quality Monitoring Stations for the 2015/16 financial year. Data was only available from the Central Air Quality Monitoring Station and the Oribi Airport Air Quality Monitoring Station for the 2016/17 financial year.

**Note:** Compliance with the ambient standard therefore implies that ambient concentrations are below the limit value and the frequency of exceedance does not exceed the permitted tolerance.

### **Northdale Hospital Station**

The Northdale Hospital Station is managed in partnership with the Provincial Department of Environmental Affairs (EDTEA). Data management, analyser maintenance, service and calibration were the responsibility of the EDTEA but this did not occur hence data was not verified and only raw data was available.

### **Central Station:**

The new station was commissioned at the end of the 2015/16 financial year and operational during the 2016/17 financial year.

### **Edendale Station:**

Data not available due to vandalism resulting in theft of the station. This station was subject to an insurance claim and will be replaced early in the 2017/18 financial year.

### **Oribi Airport Station:**

The new Oribi Airport station was commissioned at the end of the 2015/16 financial year and operational during the 2016/17 financial year.

ENVIRONMENTAL HEALTH POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
H&SS 01	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Vector Control	All	12 000 sites baited and/or treated for Vector Control by the 30th of June 2017	14 263 sites baited and/or treated for Vector Control by the 30th of June 2017	3 (100% - 129%)

ENVIRONMENTAL HEALTH POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
H&SS 02	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Food Sampling	All	480 Food samples and 480 Food swabs taken & analysed by the 30th June 2017	510 Food samples and 510 Food swabs taken & analysed by the 30th June 2017	3 (100% - 129%)
H&SS 03	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Water Quality Control	All	1 800 water samples taken & analysed for Water Quality Control by the 30th June 2017	2 012 water samples taken & analysed for Water Quality Control by the 30th June 2017	3 (100% - 129%)
H&SS8	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	AQM Analysers	All	2 x AQM Analysers purchased by the 31st of March 2017	2 x AQM Analysers purchased by the 31st of March 2017	3 (100% - 129%)

EMPLOYEE: ENVIRONMENTAL HEALTH					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	7	20	19	1	5
T04-T08	9	2	0	2	100
T09-T13	10	39	12	27	69
T14-T18	6	1	1	0	0
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>32</b>	<b>62</b>	<b>32</b>	<b>30</b>	<b>48</b>

FINANCIAL PERFORMANCE 2016/2017: ENVIRONMENTAL HEALTH					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-13	0	0	19	0
Expenditure:					
Employees	7 190	9 185	9 185	9 155	0.01
Repairs and Maintenance	15	24	0	9	0
Other	1 792	2 573	1 757	1 248	-29
<b>Total Operational Expenditure</b>	8 997	11 782	10 492	10 412	-5
<b>Net operational (Service) Expenditure</b>	8 984	11 782	10 492	10 393	-0.94

CAPITAL EXPENDITURE: ENVIRONMENTAL HEALTH					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>		1 296	1 229	-5	
NEW COMPUTER SOFTWARE	0	200	175	-12.5	
FURNITURE	0	49	49	0	
MACHINERY	0	679	667	-1.7	
TRANSPORT ASSET	0	368	338	-8	

#### COMMENT ON PERFORMANCE OF ENVIRONMENTAL HEALTH OVERALL

Environmental Health Services continued to be provided without funding from National Treasury. With a limited budget and diminishing resources the nine functional areas relating to environmental health services as defined in the National Health Act, No. 61 of 2003 were carried out to ensure effective and efficient service delivery within the areas of Msunduzi. One of the service delivery priorities focussing on, viz. water quality monitoring, continued for the purposes of Blue Drop status accreditation. The departmental laboratory was used for the monitoring of water and food quality and also swabbing to determine standards of hygiene at food premises. Two(2) of the Four(4) Air Quality Monitoring Stations of the City's Air Quality Monitoring Network was functional, and data on criteria pollutants monitored is available for the 2016/17 financial year. In addition to the current priority service objectives, Air Quality Monitoring will be again focused on with the replacement of the Edendale Station during 2017.

## 2.8 ART GALLERY

### INTRODUCTION TO ART GALLERY

The Tatham Art Gallery serves the visual arts needs of the Msunduzi Municipality through additions to the permanent collection, preserving (conservation), documenting and displaying of artworks and also generic education and outreach programmes.

The Gallery hosts a range of Art Exhibitions. These include travelling and researched exhibitions as well as exhibitions initiated by the gallery based on works in the permanent collection.

The display of art works is accomplished through organizing and hosting of temporary exhibitions and ongoing changes in the permanent display areas. The Gallery hosts various cultural functions during the year, including concerts, lectures and talks, film shows, and book launches.

### SERVICE STATISTICS FOR ART GALLERY

Acquisitions of artworks to permanent collection: 22 items accessioned into permanent collection.

Exhibitions: 11 exhibitions displayed against a target of 12. Two exhibitions were cancelled due to flood damage at the Gallery in May 2017.

Education and Outreach: On-going programme of school visits, walkabouts and lectures, art classes for youth, artists-in-residence, artists' forums, master classes concerts, FOTAG functions and fundraising initiatives.

Visitors to Gallery 1 July 2016 - 30 June 2017: 23905

ART GALLERY POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
COM DEV 11	NKPA 2 - BASIC SERVICE DELIVERY	Community Outreach Programme	Art Exhibitions	ALL	12 x planned Exhibitions held by the 30th of June 2017	Only 11 Exhibitions managed per annum because of floods	2 (70% - 99%)



ART GALLERY POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENC E	NATIONAL KEY PERFORMANC E AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable )
CE 05	NKPA 3 - LOCAL ECONOMIC DEVELOPMEN T	Furniture and fittings Art Gallery	Acquisitio n of 120 chairs, and trestle tables	27	100% replacement of old and redundant furniture to accommodat e adequate seating for functions at the TAG and tables for workshops (120 chairs & 6 trestle tables) completed by the 30th of April 2017	100% replacement of old and redundant furniture to accommodat e adequate seating for functions at the TAG and tables for workshops (120 chairs & 6 trestle tables) completed by the 31st May 2017	3 (100% - 129%)
CE 06	NKPA 3 - LOCAL ECONOMIC DEVELOPMEN T	Plant and Equipment	Acquisitio n of Cinema projector, CCTV cameras, printer	27	100% acquisition and installation of equipment for the administratio n department at the TAG (CCTV cameras, Cinema projector & Printer ) completed by the 31st of May 2017	100% acquisition and installation of equipment for the administratio n department at the TAG (CCTV cameras, Cinema projector & Printer ) completed by the 31st of May 2017	3 (100% - 129%)
CE 08	NKPA 3 - LOCAL ECONOMIC DEVELOPMEN T	New machinery - Generator,	Acquisitio n and installatio n of generator	27	1 x new Generator installed and commisione d at the TAG by the 30th of April 2017	1 x new Generator installed and commisione d at the TAG by the 30th of May 2017	3 (100% - 129%)

EMPLOYEE: ART GALLERY					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	2	4	2	2	50
T04-T08	-	4	0	4	100
T09-T13	3	8	5	3	38
T14-T18	2	1	1	0	0
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>7</b>	<b>17</b>	<b>8</b>	<b>9</b>	<b>53</b>

FINANCIAL PERFORMANCE 2016/2017: ART GALLERY					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-361	0	0	75	0
Expenditure:					
Employees	3 130	3 428	4 317	4 342	0,58
Repairs and Maintenance	290	1 103	772	419	-46
Other	2 745	6 968	7 832	5 247	-33
<b>Total Operational Expenditure</b>	<b>7 165</b>	<b>11 499</b>	<b>12 921</b>	<b>10 008</b>	<b>-23</b>
<b>Net operational (Service) Expenditure</b>	<b>6 804</b>	<b>-11 499</b>	<b>-12 921</b>	<b>9 933</b>	<b>-24</b>

CAPITAL EXPENDITURE: ART GALLERY					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>		3 466	3 731	8	
COMPUTER EQUIPMENT	0	14	6	-57	
MACHINERY AND EQUIPMENT	0	179	699	2.9	
FURNITURE	0	1 705	1 458	-14	
REPLACEM OF AIRCON CHILLER	0	1 568	1 568	0	

#### COMMENT ON THE PERFORMANCE OF ART GALLERIES

A lengthy power outage during the last week of May 2017 caused flooding in the Gallery basement. As a result, over 400 art works were damaged. Very few affected art works were destroyed. Restoration by conservation experts is underway, with an expected duration of eighteen months. Some display areas have been closed to accommodate restoration work.

## **2.9 ENVIRONMENTAL MANAGEMENT**

### **INTRODUCTION TO ENVIRONMENTAL MANAGEMENT**

Environmental Management is a sub-unit of the Town Planning & Environmental Management Unit located within the Sustainable Development & City Enterprises Business Unit. The Environmental Management Sub-Unit has five primary functional areas these being: (1) Biodiversity and Open Space Planning; (2) Environmental Planning, Policy Implementation and Review; (3) Environmental Education and Training; (4) Impact Mitigation, Assessment, Compliance Monitoring and Enforcement; and (5) Climate Change Planning and Adaptation. Existing policies and plans guide the functions and decision making processes within the Sub-Unit and include the following which were approved by the Council in July 2010: Integrated Environmental Management Policy (IEMP); Environmental Status quo Report; Strategic Environmental Assessment (SEA); Environmental Management Framework (EMF); and Strategic Environmental Management Plan (SEMP).

#### **During the 2016/17 financial year, the following strategies/plans were developed by the Environmental Management Unit:**

Review of the Msunduzi Ecosystem Services Plan (in house)  
Climate Change Mitigation and Adaptation Strategy (in house)  
Green Building Guideline (externally sponsored)  
Greater Edendale Environmental Plan and Implementation Plan (external)  
Msunduzi generic Environmental Management Plan (EMPr) (in house)  
Review of the Msunduzi Environmental Management Framework (EMF) (external and in house)

#### **Challenges experienced during the 2016/17 financial year:**

Delays in the procurement process  
Lack of permanent staff as posts are pending formal appointment as well as additional posts still to be advertised.

#### **Top 3 service delivery priorities for 2016/17:**

Review of the Msunduzi Environmental Management Framework (EMF) SDBIP ref TP & EM 08 – Appointment of external service provider as of May 2017. This project will be done jointly with the service provider undertaking specialist's studies and programming of a decision support tool. The re-running of the systematic conservation plan irreplaceability map will be done in house using C-Plan software.

Greater Edendale Environmental Plan and Implementation Plan – this plan was completed early in 2016/17 and has been adopted by Council. This plan has already informed other strategic documents such as the review of the Pietermaritzburg Town Planning Scheme.

Review of the Msunduzi Ecosystem Services Plan SDBIP operational plan ref TP & EM 05 – this project exceeded targets ahead of timeframes with additional work undertaken.

ENVIRONMENTAL MANAGEMENT POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENC E	NATIONAL KEY PERFORMANC E AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRES S - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicabl e)
TP &EM 08	NKPA 6 - CROSS CUTTING	Environment al Management Framework (EMF)	Review of the adopted Msunduzi Environment al Management Framework (EMF) and migration to ARC 10	All	100% of all refined datasets and spatial layers as per the approved ToR submitted to Environmental Management Unit by the 30th of June2017	Draft datasets submitted as of 30 June 2017.	3 (100% - 129%)
TP &EM 05	NKPA 6 - CROSS CUTTING	Land use management system	Final draft Ecosystem Services Plan (ESP) - Finalization of 7 key areas.	All	Grids groundtruthed and completed: 14E (approx. 212 ha), 15E (approx. 260 ha), 16E (approx. 45 ha), 14F (approx. 730 ha), 15F (approx. 600ha), 15G(approx.39 0 ha), 13H (approx 780 ha), 14H (approx.800 ha), 15H (approx. 660 ha), 16H (approx. 40 ha) 12I (approx 120 ha), 13I (approx 710	Grids 14E, 15E, 16E, 14F, 15F, 15G, 13H, 14H, 15H, 16H, 12I, 13I, 14I, 15I, 16I, additional grids 14J and 15J complete as of 30 June 2017. Report submitted to SMC 01 June 2017	4 (130% - 149%)

ENVIRONMENTAL MANAGEMENT POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENC E	NATIONAL KEY PERFORMANC E AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRES S - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicabl e)
					ha), 14l (approx 770 ha), 15l (approx 670ha), 16l (approx 180 ha) and submitted to SMC by the 30 of June 2017		
TP &EM 06	NKPA 6 - CROSS CUTTING	Climate Change	Adaptation & Mitigation Strategy	All	Final Draft Climate Change Adaptation & Mitigation Strategy prepared & submitted to SMC for approval for approval by Council by the 30th of June 2017	Final Draft Climate Change Adaptatio n & Mitigation Strategy prepared & submitted to SMC on the 30th of May 2017	3 (100% - 129%)

EMPLOYEE: ENVIRONMENTAL MANAGEMENT					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	-	-	-	-
T04-T08	-	-	-	-	-
T09-T13	-	1	1	0	0
T14-T18	1	12	6	6	50%
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>1</b>	<b>13</b>	<b>7</b>	<b>6</b>	<b>50%</b>

FINANCIAL PERFORMANCE 2016/2017: ENVIRONMENTAL MANAGEMENT					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)		0	0	0	0
Expenditure:		0	1 116	794	-29
Employees					
Repairs and Maintenance		0	150	75	-50
Other		0	966	719	-26
<b>Total Operational Expenditure</b>			1 116	794	-29
<b>Net operational (Service) Expenditure</b>			1 116	794	-29

CAPITAL EXPENDITURE: ENVIRONMENTAL MANAGEMENT					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
NO CPAITAL PROJECTS IN 2016/2017.	N/A	N/A	N/A	N/A	

#### COMMENT ON THE PERFORMANCE OF ENVIRONEMENTAL MANAGEMENT

##### Review of the Msunduzi Environmental Management Framework (EMF) SDBIP ref TP & EM 08 for 2016/17 and TP & EM 07 for 2017/18.

The Msunduzi EMF has been gazetted as of September 2015, in term sof the Natinal Environmental Management Act (Act 107 of 1998) EMF Regulations, EMFs are to be reviewed every 5 years.  
Currently on target in terms of the SDBIP Operatinal budget: R1.2 million

##### Northern Areas Strategic Environmental Assessment 2017/18 SDBIP ref TP & EM 06

Information from this documents will be used in the formulation of other municipal strategic plans and documents such as Local Area Plans and wall to wall planning schemes which are a requirment in terms of national legislation, namely the Spatial Planning and Land Use Management Act (Act 16 of 2013).

Currently on target in terms of the SDBIP

Operational budget: estimated to be R800 000

##### Vulindlela Strategic Environmental Assessment 2017/18 SDBIP ref TP & EM 08

This is a 2 year project which includes the newly demarcated ward 39 of Msunduzi Municipality which currently is lacking spatial environmnetal data. Information from this document will be used in the formulation of other municipal strategic plans and documents such as Local Area Plans and wall to wall planning schemes which are a requirment in terms of national legislation, namely the Spatial Planning and Land Use Management Act (Act 16 of 2013). Project to commence in Q3 of 2017/18 SDBIP. Operational budget: total estimated to be R1.5 million

**Environmental Management year 5 targets set out in the IDP schedule:**

Review of the adopted Msunduzi Environmental Management Framework (EMF) and migration to ARC 10 Commenced 2016/17. Budget available and committed

Appointment of a suitable qualified environmental planning consultant to undertake an environmental plan for the Vulindlala Local Area Plan study area Commencing 2017/18. Portion of the budget available in 2017/18

Appointment of a suitably qualified professional to undertake the retrofitting of the main municipal offices (Ie prof Nyembezi building, AS Chetty Building and City Hall). This involves the evaluation and analyses of buildings and designing the retrofitting process as well as implementation of the strategies identified. To commence 2018/19 Applications for funding underway, if this fails operational budget will be allocated

Land Acquisition of conservation/environmental sensitive areas. On hold pending budget.

Appointment of a suitable qualified environmental planning consultant to undertake an environmental plan for the Bishopstowe/Northern study area. Commencing 2017/18. Full budget available in 2017/18.

Appointment of suitably qualified professionals to undertake and implement the EIA and WULA processes as well as the required assessments for the rehabilitation of 2 wetlands within the Baynespruit catchment. To commence 2018/19. Applications for funding underway, if this fails operational budget will be allocated.

### 3. COMPONENT C: COMMUNITY SERVICES

This component includes: Waste Management, Theatres & Halls, Cemeteries & Crematoria, Bio-Diversity & Landscape, Traffic & Public Safety, Fire, Disaster Management, Sport & Recreation and Library.

#### 3.1 WASTE MANAGEMENT

##### INTRODUCTION TO WASTE MANAGEMENT

The business unit provides refuse collection services (at least once per week) to approximately 120000 of 163000 households, approximately 5500 businesses, cleans the city's streets, provides toilet facilities in the main central business district, eight garden refuse collection sites, a licensed landfill site, education and awareness campaigning, and lately waste minimisation and diversion from landfill site.

The business unit has succeeded in its mandate on refuse collection even though it is hampered by full time staff shortages of about 15%, a very low collection vehicle availability rate of about 50% and a budget deficit. The shortcomings have been achieved by working overtime; by both staff and collection vehicles. In addition advantage has been taken of both Expanded Public Works Program staff and temporary staff. There is also the problem of senior management posts not being adequately filled and it is hoped this will be addressed in the new financial year. Other functions have experienced the same challenges with the same solutions replicated.

There is an established kerbside recycling programme that has grown steadily with about 12000 houses being earmarked for collection once per week; an increase on the 8000 houses past year. There are now three full time businesses ensconced in the programme and growing both in the areas being serviced and weekly additional of households. In addition the city itself is experiencing growth in that there are more recyclers, both formal and informal entering the market. It is hoped that the recycling efforts can be doubled in the next financial year. The city now has an approved Waste Minimisation and Diversion Strategy, imbedded as part of the IDP.

The top 3 service delivery priorities now are Waste Minimisation and Diversion, reliable and efficient refuse collection, and ensuring that the entire city receives these services. The business unit did not achieve its intended goal of extending its services to Vulindlela but this will be attempted in the coming year.

SOLID WASTE SERVICE DELIVERY LEVELS				
Description	2013/2014	2014/2015	2015/2016	Households 2016/2017
	Actual Number	Actual Number	Actual Number	Actual Number
<b>Solid Waste Removal (above min level)</b>				
Removed at least once a week	84600	120000	120000	120000
<i>Minimum Service Level and Above sub-total</i>	84600	120000	120000	120000
<i>Minimum Service Level and Above Percentage</i>	55.1%	55.1%	73.6%	73.6%
<b>Solid Waste Removal (below min level)</b>				
Removed less frequently than once a week	184600(ex Jika	43000Vulindlela	43000	43000
Using communal refuse dump	0	0	0	0
Using own refuse dump	0	0	0	0
Own Rubbish Disposal	0	0	0	0
<i>No Rubbish Disposal</i>	60000	43000	43000	43000
<i>Below Minimum Service Level sub-total</i>	56000	43000	43000	43000
<i>Below Minimum Service Level Percentage</i>	48.1%	26.4%	26.4%	26.4%
<b>Total number of households</b>	163000	163000	163000	163000



HOUSEHOLDS – SOLID WASTE SERVICE DELIVERY LEVELS BELOW MINIMUM						
Households						
Description	2013/2014	2014/2015	2015/2016	2016/2017		
	Actual Number	Actual Number	Actual Number	Original Budget No.	Adjusted Budget No.	Actual Number
<b>Formal Settlements</b>	109440	120000	120000	120000	120000	120000
Total Households						
Households below minimum service level	24880	43000	43000	43000	43000	43000
Proportion of households below minimum service level	15%	26.4%	26.4%	26.4%	26.4%	26.4%
<b>Informal Settlements</b>						
Total Households	53560	53560	53560	53560	53560	53560
Households below minimum service level	53560	43000	43000	43000	43000	43000
Proportion of households below minimum service level	32.8%	26.4%	26.4%	26.4%	26.4	26.4%

WASTE MANAGEMENT SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
COM DEV 10	NKPA 2 - BASIC SERVICE DELIVERY	Waste Minimisation	Construction of Kwa-Pata Buy-Back centre	16	100% Construction of Kwa-Pata Buy-Back centre first phase (concrete slab, roof shelter, supply of ablution and office container) by the 30th of April 2017	concrete slab, roof shelter, ablution container couldn't be supplied due to shortage of funds	2 (70% - 99%)

WASTE MANAGEMENT SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
RPI 07	NKPA 2 - BASIC SERVICE DELIVERY	Improved access to basic services	Number of households with access to refuse removal at least once per week	10 - 37 serviced by both Municipality and Co-ops.	120 000 households with access to refuse removal at least once per week by the 30th of June 2017 (wards 10 - 37)	120 000 households with access to refuse removal at least once per week Completed by the 30th of June 2017 (wards 10 -37)	3 (100% - 129%)

EMPLOYEE: SOLID WASTE MANAGEMENT SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	299	358	300	58	16
T04-T08	34	72	27	45	63
T09-T13	4	15	6	9	60
T14-T18	2	2	1	1	50
T19-T22	-	1	1	0	0
T23-T25	-	-	-	-	-
<b>Total</b>	<b>339</b>	<b>448</b>	<b>335</b>	<b>113</b>	<b>25</b>

FINANCIAL PERFORMANCE 2016/2017: SOLID WASTE MANAGEMENT SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	-96,554	0	0	-90,983	0
Expenditure:					
Employees	63,164	70,918	73,270	83,546	14
Repairs and Maintenance	6,725	7,597	6,791	5,843	-14
Other	18,317	21,454	32,091	33,032	3
<b>Total Operational Expenditure</b>	<b>88,206</b>	<b>99,969</b>	<b>112,152</b>	<b>122,421</b>	<b>9</b>
<b>Net operational (Service) Expenditure</b>	<b>-8,348</b>	<b>99,969</b>	<b>112,152</b>	<b>31,438</b>	<b>-72</b>

CAPITAL EXPENDITURE: WASTE MANAGEMENT SERVICES					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	8,583	9,444	8,043	-15	
CNL-Buildings at Waste Management	2	301	85	-72	
CNL-KwaPata Recycle Center	81	240	149	-38	
CNL-Upgrade Prestbury Garden Site	8,500	8,903	7,809	-12	

**COMMENT ON WASTE MANGEMENT SERVICE PERFORMANCE OVERALL:**

The major collection capital project was the construction of the Kwapata Garden Refuse and Recycling site. This is still in progress but has been bogged due to the major financier not wanting to continue due to unfavourable market conditions.

### 3.2 THEATRES & HALLS

#### INTRODUCTION TO COMMUNITY FACILITIES (THEATRES & HALLS)

This unit is responsible for the management and maintenance of Halls and Theatre facilities. Halls and Theatre facilities maintained to an acceptable standard for use by hirers.

#### SERVICE STATISTICS FOR THEATRES & HALLS

FACILITY NAME	NUMBER
Halls	64
Theatre	1

COMMUNITY FACILITIES (THEATRES & HALLS) POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
COM DEV 04	NKPA 2 - BASIC SERVICE DELIVERY	Halls	Maintenance and landscaping of council grounds and gardens at libraries and halls	All	36 operational halls maintained every month by the 30th of June 2017	20 halls maintained monthly	2 (70% - 99%)
CE 35	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Service Level Agreements with Winston Churchill	Review of Service Level Agreements with Winston Churchill	All	Service Level Agreements with Winston Churchill reviewed and submitted to SMC by the 31st of December 2017	NIL	1 (69% & below)

COMMUNITY FACILITIES (THEATRES & HALLS) POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
CE 39	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Quarterly Performance Assessments	N/A	N/A	4 x Quarterly assessments of Winston Churchill conducted annually by the 30th of June 2017	In progress	1 (69% & below)
CE 41		Business Plan for Winston Churchill	Review Business Plan Winston Churchill	N/A	Business Plan for Winston Churchill reviewed and submitted to SMC by the 31st of December 2016	In Progress	1 (69% & below)

EMPLOYEE: COMMUNITY FACILITIES (THEATRES & HALLS)					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	9	43	14	29	67
T04-T08	8	33	2	31	94
T09-T13	2	-	-	-	-
T14-T18	-	-	-	-	-
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	19	76	16	60	79

FINANCIAL PERFORMANCE 2016/2017: COMMUNITY FACILITIES (THEATRES & HALLS)					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-747	0	0	-2,603	0
Expenditure:					
Employees	4,576	4,988	5,245	5,054	-4
Repairs and Maintenance	383	351	341	328	-4
Other	13,062	13,766	13,805	12,884	-7
<b>Total Operational Expenditure</b>	18,021	19,105	19,400	18,266	-6
<b>Net operational (Service) Expenditure</b>	17,274	19,105	19,400	15,663	-19

CAPITAL EXPENDITURE: COMMUNITY FACILITIES (THEATRES & HALLS)					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	0	6,655	6,099	-8	
CNL -Master Plan for Halls	0	2,263	2,263	0	
MIG Z23 KWAQUA Community Hall	0	564	495	-12	
MIG Z23 Unit BB Community Hall	0	636	558	-12	
MIG Z4 Ward 18 Community Hall	0	558	489	-12	
CNL: City Hall	0	2,634	2,294	-13	

CAPITAL EXPENDITURE: CITY HALL & PROF NYEMBEZI BUILDING					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	0	3,403	3,063	-10	
CNL: Refurbish City Hall	0	2,634	2,294	-13	
CNL: Lighting Upgrade: Prof Nyembezi	0	550	550	0	
CNL: Upgrade Foyer: Prof Nyembezi	0	219	219	0	

#### COMMENT ON THE PERFORMANCE OF COMMUNITY FACILITIES (THEATRES & HALLS)

Halls have been upgraded and renovated. Priority was given to halls in Vulindlela areas. There are insufficient funds for the maintenance of Halls.

### 3.3 CEMETERIES & CREMATORIA

#### INTRODUCTION TO CEMETERIES & CREMATORIALS

This unit is responsible for the Management, maintenance and development of Cemeteries and Crematoria.

#### SERVICE STATISTICS FOR CEMETERIES & CREMATORIALS

##### CLOSED CEMETERIES

Commercial Road Cemetery, Roberts Road Cemetery, Georgetown Cemetery, Range / Sinathing Cemetery, Slangspuit Cemetery, Moses Mabhida Cemetery (Heroes Acre) & Dambuza Cemetery.

##### OPERATING CEMETERIES

Azalea Cemetery, Mountain Rise Cemetery, Willowfountain Community Cemetery.  
Three cremators are currently operational.

#### CEMETERIES & CREMATORIALS FACILITIES POLICY OBJECTIVES TAKEN FROM IDP

CEMETERIES & CREMATORIALS FACILITIES POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
<ul style="list-style-type: none"> <li>Note – No KPIs were reported on in the SDBIP &amp; OP 2016/2017 for Cemeteries &amp; Crematoriums.</li> </ul>							

EMPLOYEE: CEMETERIES & CREMATORIALS					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	9	187	124	63	34
T04-T08	10	16	5	11	68
T09-T13	0	2	2	0	-
T14-T18	1	-	-	-	-
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	20	205	131	74	36

FINANCIAL PERFORMANCE 2016/2017: CEMETERIES & CREMATORIUMS					
					R'000
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	2 518	1 307	1 307	3 131	139,56%
Expenditure:					
Employees	3 770	4 080	4 273	4 527	5,94%
Repairs and Maintenance	444	32	323	268	-17,03%
Other	4 220	4 081	3 072	2 242	-27,02%
<b>Total Operational Expenditure</b>	8 434	8 193	7 668	7 037	-8,23%
<b>Net operational (Service) Expenditure</b>	5 916	6 886	6 361	3 906	-38,59%

CAPITAL EXPENDITURE: CEMETERIES & CREMATORIUMS					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	2 000	23 781	23 781	2 000	
MIG-Development of Cemetery	2 000	23 781	23 781	2 000	

**COMMENT ON THE PERFORMANCE OF CEMETERIES & CREMATORIUMS OVERALL:**

Obtain authority from the Department of Housing to utilize 10 hectares of the 30 hectares authorized cemetery at Ethembeni. The ROD on the new site needs to be fast tracked in order to alleviate the problems of burial space and initiate the process of developing Hollingwood as a cemetery site since there is a negative ROD for housing. New cemeteries is vital to accommodate burials for 50 years.



### 3.4 BIO-DIVERSITY & LANDSCAPE

#### INTRODUCTION BIO-DIVERSITY AND LANDSCAPE

Management, maintenance and development of Parks, open spaces, play lots, verges and Conservation areas. Horticultural practises which includes, beautifying, landscaping of cities inslands, city entrances, maintenance of surrounds and garden at council buildings e.g. halls and libraries. Plans to develop Parks in Edendale approved to secure external funding to implement.

#### SERVICE STATISTICS FOR BIO-DIVERSITY AND LANDSCAPE

DESCRIPTION	NUMBER	AREA (M2)
PARKS	16	1 913 800
OPEN SPACES	133	4 002 000
TOWNLANDS AREA	-	730 000
PLAYLOTS	14	931 600
TRAFFIC ISLANDS	21	321 780
MAIN ARTERIAL ROUTES	30	4 588 400
VERGES TOTAL	-	12 456 749
<b>CENTRAL</b>	<b>3 424 329 SQUARE METRES</b>	-
<b>NORTH</b>	<b>6 882 420 SQUARE METRES</b>	-
<b>WEST</b>	<b>2 150 000 SQUARE METRES</b>	-

BIO-DIVERSITY AND LANDSCAPE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
COM DEV 01	NKPA 2 - BASIC SERVICE DELIVERY	Grass cutting	Maintenance of verges, open spaces and parks	Oct-38	Grass cut in 29 wards three times a season by the 31st of May 2017 (September 2016 to May 2017)	Grass was cut in 29 Wards but not all areas were covered	2 (70% - 99%)
COM DEV 02	NKPA 2 - BASIC SERVICE DELIVERY	Landscaping	Maintenance and landscaping of islands, municipal gardens and main entrances	All	15 islands and 15 main entrances of Council Buildings maintained monthly by the 30th of June 2017	10 islands and 10 main entrances of Council Buildings maintained monthly	2 (70% - 99%)

EMPLOYEE: BIO-DIVERSITY AND LANDSCAPE					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	120	354	207	147	42
T04-T08	60	131	42	89	68
T09-T13	6	7	4	3	43
T14-T18	6	1	1	0	0
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	192	493	254	239	48

FINANCIAL PERFORMANCE 2016/2017: BIO-DIVERSITY AND LANDSCAPE					
					R'000
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-168 318	0	0	-1,652	0
<b>Expenditure:</b>					
Employees	34,796	36,981	38,133	40,040	5
Repairs and Maintenance	7,525	2,388	12,407	11,256	-9
Other	14,861	23,772	21,239	22,716	4
<b>Total Operational Expenditure</b>	59,182	63,141	71,779	73,472	2
<b>Net operational (Service) Expenditure</b>	-109136	63,141	71,779	71,820	0,1

CAPITAL EXPENDITURE: BIO-DIVERSITY AND LANDSCAPE					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
NO CAPITAL PROJECTS IN 2016/2017.					

#### COMMENTS ON THE PERFORMANCE OF BIO-DIVERSITY; LANDSCAPE OVERALL:

Beautification projects have been initiated on all council gardens, islands, and city entrance to enhance the aesthetics of the city. Revitalization of Alexandra Park Phase 1 completed and commencing with Phase 2 in 2017.

### 3.5 TRAFFIC & PUBLIC SAFETY

#### INTRODUCTION TO TRAFFIC, SAFETY & SECURITY

The department of Public Safety helps ensure a safe environment and improve the quality of life through effective Traffic policing combined with efficient use of security officers. Traffic services include:

1. Control and regulate all forms of Traffic, promote education and training on the road and traffic safety.
2. Attend scenes of motor vehicle collisions and assist with traffic control, removal of injured persons and removal of vehicles so that traffic may flow freely again.
3. Eliminate points of congestion, obstruction, hindrance, interference or danger to vehicles and pedestrians.

#### SERVICE STATISTICS FOR TRAFFIC, SAFETY & SECURITY

SERVICE STATISTICS FOR TRAFFIC, SAFETY & SECURITY					
	Details	2014/2015	2015/2016		2016/2017
		Actual No.	Estimate No.	Actual No.	Estimate No.
1	Number of road traffic accidents during the year	739	813	651	630
2	Number of by-law infringements attended	31000	31279	31218	31500
3	Number of police officers in the field on an average day	62	44	62	100
4	Number of police officers on duty on an average day	36	22	36	70

TRAFFIC, SAFETY & SECURITY POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
PSDM 04	NKPA 6 - CROSS CUTTING	Traffic & security	Road Safety, Alcohol, Drug and Substance abuse campaign	All	144 x road safety awareness sessions conducted by the 30th of June 2016	158 x road safety awareness sessions conducted by the 30th of June 2016	3 (100% - 129%)
PSDM 05	NKPA 6 - CROSS CUTTING	Traffic & security	Fire Arm Audit	N/A	4 x Fire arm audit conducted in Compliance with Fire Arms Controls Act by the 30th June 2017	4 x Fire arm audit conducted in Compliance with Fire Arms Controls Act by the 30th June 2017	3 (100% - 129%)

TRAFFIC, SAFETY & SECURITY POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
PSDM 06	NKPA 6 - CROSS CUTTING	Traffic & security	Fire Arm Training for all municipal firearm holders	N/A	2 x Fire Arm Training/Fire Arm Refresher Course for all municipal fire arm holders conducted by the 30th of June 2017	2 x Fire Arm Training/Fire Arm Refresher Course for all municipal fire arm holders conducted by the 30th of June 2017	3 (100% - 129%)

EMPLOYEE: TRAFFIC, SAFETY & SECURITY					
Job Level	2015/2016	2016/2017			
Police/Administrators	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.)	Vacancies (as a % of total posts) %
T01-T03	3	3	3	0	0
T04-T08	95	222	161	61	27
T09-T13	149	221	134	87	39
T14-T18	2	11	6	5	45
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>249</b>	<b>457</b>	<b>304</b>	<b>153</b>	<b>33</b>

FINANCIAL PERFORMANCE 2016/2017: TRAFFIC, SECURITY & SECURITY					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	-13,574	0	0	-5,196	0
Expenditure:					
Police Officers					
Other Employees	98,369	106,661	102,525	117,695	15
Repairs and Maintenance	951	1,287	957	618	-35
Other	70,830	42,134	134,454	116,639	-13
<b>Total Operational Expenditure</b>	<b>170,150</b>	<b>150,082</b>	<b>237,936</b>	<b>234,952</b>	<b>-1</b>
<b>Net operational (Service) Expenditure</b>	<b>156,576</b>	<b>150,082</b>	<b>237,936</b>	<b>229,756</b>	<b>-3</b>

CAPITAL EXPENDITURE: TRAFFIC, SAFETY & SECURITY					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	0	1,494	1,138	-24	
CNL: Computer Equipment	0	130	130	0	
CNL: Transport Assets	0	856	660	-23	
CNL: Furniture & Office Equipment	0	292	132	-55	
CNL: Machinery & Equipment	0	95	95	0	
CNL: Shooting Range	0	121	121	0	

**COMMENT ON THE PERFORMANCE OF TRAFFIC & PUBLIC SAFETY OVERALL:**

Performance of Traffic, Safety & Security personnel are on par as per the Service Delivery & Budget Implementation Plan. The lack of Traffic stations servicing the remote areas of the municipality is a cause for concern due to the risks attached to the delayed response times from Traffic stations which are a fair distance from these areas. This is further exacerbated by the time of day response (peak periods etc.), and could have an impact on the ability to respond to Road Accidents. With 10% Reduction in Road Accidents over the previous years, the estimated 25% can be achieved

### 3.6 FIRE SERVICES

#### INTRODUCTION TO FIRE SERVICES

The Fire Services unit is responsible for as per below:

##### 1. FIGHT OR EXTINGUISH A FIRE AND RESCUE OF LIFE OR PROPERTY FROM A FIRE OR OTHER DANGER:

Early and timeous response to fire and rescue incidents is critical for life and property saving measures to be effective. In order to improve turnout times to incidents the Municipality has started the process which should see two more fire stations opened in the vast Vulindlela area and Northdale suburb of the City, however due to financial constraints these projects have been placed on hold. Whilst staff shortages are a challenge this is combated by a constant attempt to ensure that a minimum manning standard is complied with on a daily basis, even at the expense of overtime costs.

##### 2. PREVENT THE OUTBREAK AND SPREAD OF FIRE AND THE PROTECTION OF LIFE OR PROPERTY FROM FIRE OR OTHER THREATENING DANGER:

The dedicated Fire Prevention officers ensure that all new building development applications are in compliance with the City by-laws, National Building Regulations and SANS 0400 codes of practice for fire safety in buildings. Existing infrastructure is also subject of daily scheduled and ad-hoc inspections for fire safety compliance.

##### 3. BASIC FIRE AND LIFE SAFETY TRAINING:

The Fire Prevention Officers undertake regular scheduled training with hospitals, commerce and industry in order to impart basic fire safety training in the use of first aid firefighting equipment.

The Public Education Section engages schools and communities in a drive to ensure basic fire and life safety awareness and skills are imparted at a rudimentary scale, mostly by meetings, attendance to community structures and visitations to schools, and, of schools to fire stations. Whilst this basic intervention is still not enough it is imperative that communities are aware of the fire service and services it offers, how to access these services, and what it is that they can do to provide basic first aid fire safety protection to themselves.

FIRE SERVICE DATA					
	Details	2015/2016	2016/2017		2017/2018
		Actual No.	Estimate No.	Actual No.	Estimate No.
1	Total fires attended in the year	1898	-	1270	-
2	Total of other incidents attended in the year	615	-	335	-
3	Average turnout time – urban areas	15mins	-	16	-
4	Average turnout time – rural areas	32mins	-	35	-
5	Fire fighters in post at year end	109	122	105	-
6	Total fire appliances at year end	14	14	14	-
7	Average number fire appliances off the road at year end	5	0	5	0

FIRE SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENC E	NATIONAL KEY PERFORMANC E AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable )
PSDM 01	NKPA 6 - CROSS CUTTING	Fire & Rescue	Fire & Rescue Public awareness presentation s facilitated by PSDM	All	60 x Fire & Rescue public awareness presentation s conducted by the 30th of June 2017	108 x Fire & Rescue public awareness presentation s conducted by the 30th of June 2017	5 (150% - 167%)
PSDM 02	NKPA 6 - CROSS CUTTING	Fire & Rescue	Major Hazards Visitations by PSDM	All	46 x Major Hazard Visitations conducted by the 30th of June 2017	46 x Major Hazard Visitations conducted by the 30th of June 2017	3 (100% - 129%)
PSDM 03	NKPA 6 - CROSS CUTTING	Fire & Rescue	Fire & Rescue fire inspections	All	800 x fire inspections conducted by the fourth quarter 16/17	882 x fire inspections conducted by the fourth quarter 16/17	3 (100% - 129%)

EMPLOYEE: FIRE SERVICES					
Job Level	2015/2016	2016/2017			
Police/Administrators	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	5	7	4	3	43
T04-T08	63	7	4	3	43
T09-T13	70	178	104	74	42
T14-T18	5	9	9	0	0
T19-T22	1	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>144</b>	<b>201</b>	<b>121</b>	<b>80</b>	<b>40</b>

FINANCIAL PERFORMANCE 2016/2017: FIRE SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-532	0	0	-525	0
Expenditure:					
Fire Officers					
Other Employees	59,791	65,716	54,618	67,466	24
Repairs and Maintenance	1,597	1,831	1,629	1,200	-26
Other	6,504	10,313	9,375	7,822	-17
<b>Total Operational Expenditure</b>	67,892	77,320	65,622	76,488	17
<b>Net operational (Service) Expenditure</b>	67,360	77,320	65,622	75,963	16

CAPITAL EXPENDITURE: FIRE SERVICES					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	500	2,006	2,007	0,05	
CNL-Transport Assets	0	741	741	0	
CNL-Computer Equipment	0	184	184	0	
CNL-Machinery & Equipment	500	1,081	1,082	0,1	

#### COMMENT ON THE PERFORMANCE OF FIRE SERVICES OVERALL:

The lack of fire stations servicing the extreme areas of the municipality is a cause for concern due to the risks attached to the delayed response times from fire stations which are a fair distance from these areas. This is further exacerbated by the time of day response (peak periods etc), and could have an impact on the ability to effectively protect life and property.



### 3.7 DISASTER MANAGEMENT

#### INTRODUCTION TO DISASTER MANAGEMENT

Disaster Management falls under the Disaster Management Act 57 of 2002. The Act requires an integrated and effective response to disasters. Disaster management aims to reduce the risk of disasters, mitigate the severity of disasters, plan and prepare for emerging crisis, events or disasters, respond rapidly and effectively to disasters and to implement post disaster recovery and rehabilitation by monitoring, integrating, co-ordinating the disaster risk management activities of all role-players. The overall implementation of Disaster Risk management initiatives is a shared responsibility of all employees, departments, relevant external role-players and the participation of the community.

Disaster management provides a culture of risk avoidance amongst communities through education and public awareness. Disaster management has two components to it- the proactive component that alerts the community to the problem, highlights practices to prevent problems and work with other departments and entities to avoid problems and to lessen the impact of problems.

Relief supplies and assistance were given to those who were affected by storms fires and other disasters. Relief provided in the form of temporary accommodation (tents), food parcels, mattresses and blankets, and in many instances plastic sheeting used as waterproofing.

Disaster Management is also involved in event safety and forms part of the safety and security cluster that oversees and monitors all events within the Msunduzi area of jurisdiction.

#### SERVICE STATISTICS FOR DISASTER MANAGEMENT

During the 2016/2017 financial year a total of 173 incidents were attended to. R1064087.00 worth of emergency relief was distributed during this period.

A total of 136 events were monitored with a total of 483 430 people participating/attending these events.

DISASTER MANAGEMENT POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
PSDM 07	NKPA 6 - CROSS CUTTING	Disaster Management	Awareness Campaigns	All	6 x Disaster awareness Campaigns (1 campaign per high risk areas) conducted by the 30th of June 2017	6 x Disaster awareness Campaigns (1 campaign per high risk areas) conducted by the 30th of June 2017 achieved	3 (100% - 129%)

DISASTER MANAGEMENT POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMA NCE AREA	PROGRAMME	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicab le)
PSDM 08	NKPA 6 - CROSS CUTTING	Disaster Management	Implementat ion of the approved Disaster managemen t plan	All	100% implementat ion of the approved Disaster managemen t plan by the 30th June 2017	100% implementat ion of the approved Disaster managemen t plan by the 30th June 2017	2 (70% - 99%)
PSDM 09	NKPA 6 - CROSS CUTTING	Disaster Management	Implementat ion of the Approved Disaster managemen t plan/strateg y	All	24Hours turnaround time to respond to disaster related incidents reported according to the Approved DM plan/strateg y by the 30th of June 2017	24Hours turnaround time to respond to disaster related incidents reported according to the Approved DM plan/strateg y by the 30th of June 2017 achieved	3 (100% - 129%)

EMPLOYEE: DISASTER MANAGEMENT					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	1	1	0	0
T04-T08	2	3	0	3	100
T09-T13	2	25	9	16	64
T14-T18	1	3	1	2	67
T19-T22	-				
T23-T25	-				
Total	5	32	11	21	66

FINANCIAL PERFORMANCE 2016/2017: DISASTER MANAGEMENT					
					R'000
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	0	0	0	0	0
Expenditure:					
Employees	1,055	1,514	1,434	521	-64
Repairs and Maintenance	9	11	26	0	-100
Other	2,055	2,720	1,711	1,429	-16
<b>Total Operational Expenditure</b>	3,119	4,245	3,171	1,950	-39
<b>Net operational (Service) Expenditure</b>	3,119	4,245	3,171	1,950	-39

CAPITAL EXPENDITURE: DISASTER MANAGEMENT					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
NO CAPITAL PROJECTS IN 2016/2017.	N/A	N/A	N/A	N/A	N/A

#### COMMENT ON THE PERFORMANCE OF DISASTER MANAGEMENT

The performance of the Disaster Management unit is directly linked to the Service Delivery and Budget Implementation Plan (SDBIP's). While the performance is at an acceptable level, there are deficiencies within the unit like the filling of critical vacant posts and the establishment of a satellite disaster office in the Vulindlela area which will further enhance service delivery thereby improving performance.

### 3.8 SPORT & RECREATION

#### INTRODUCTION TO SPORT AND RECREATION

Manage maintenance and development of all municipal sports facilities and swimming pools plus the promotion and development of sports and recreation. Master plan for the maintenance of sports facilities approved.

#### SERVICE STATISTICS FOR SPORT AND RECREATION

Total number of Sports Facilities - 65

Total number of pools – 7

SPORT AND RECREATION POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
COM DEV 12	NKPA 2 - BASIC SERVICE DELIVERY	Swimming Pools	Upgrading of 2 swimming pools	27	2 x Council Pools (Buchannan & Alex Pool) upgraded by 31st of December 2016	2 x Council Pools (Buchannan & Alex Pool) upgraded by 31st of December 2016 (Q1 - Geysers replaced at Buchanan, Ablution block repairs at Alex) & (Q2 - Repairs to Building and Stairs - Buchanan, Pavilion fiberglass seating repairs at Alex)	3 (100% - 129%)

SPORT AND RECREATION POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
COM DEV 13	NKPA 2 - BASIC SERVICE DELIVERY	Swimming Pools	Construction of a new pool	5	First Phase construction of new pool in ward 5 (Vulindlela) completed as per approved construction plan by the 30th of June 2017	Completion of designs, first phase could not commence due to budget cut	1 (69% & below)

EMPLOYEE: SPORT AND RECREATION					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	22	97	76	21	22
T04-T08	7	46	24	22	48
T09-T13	7	12	8	4	33
T14-T18	1	2	2	0	0
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	37	157	110	47	30

FINANCIAL PERFORMANCE 2016/2017: SPORT AND RECREATION					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	-26,284	0	0	-509	0
Expenditure:					
Employees	36,591	38,157	75,173	66,378	-12
Repairs and Maintenance	833	500	4,891	4,517	-8
Other	17,965	22,638	14,872	16,071	8
<b>Total Operational Expenditure</b>	55,389	61,295	94,936	86,966	-8
<b>Net operational (Service) Expenditure</b>	29,105	61,295	94,936	86,457	-9

CAPITAL EXPENDITURE: SPORT AND RECREATION					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	31,584	54,260	51,014	-6	
CNL-Master Plan Sports Facility Phase 1	2,500	2,801	2,679	-4	
CNL-New Pools in Edendale	5,000	6,100	6,088	-0,2	
CNL-Wanderers Sports Facility	407	420	420	0	
MIG Sweetwaters Dual Purpose Sports	7,723	1,399	1,203	,14	
CNL-Upgrade Alexandra Swimming Pool	978	989	989	0	
MIG Refurbish Berg Street Swimming	68	78	68	-13	
CNL-Upgrade Buchanan Street Pool	1,000	1,000	989	-1	
CNL-Upgrade Wadley Stadium	0	750	717	-4	
CNL-Upgrade Oval	999	999	871	-13	
CNL-New Machinery & Equipment	500	591	544	-8	
CNL-New Computer Equipment	145	148	126	-15	
CNL-Transport Assets	1,000	3,082	2,922	-5	
CNL-Revitalization Of Alex Park	964	1,000	1,000	0	
MIG-Athletics Track	10,300	15,455	13,557	-12	
CNL-Athletics Track	0	9,100	9,100	0	
CNL-Athletics Track	0	10,348	9,741	-6	

**COMMENT ON THE PERFORMANCE OF SPORT AND RECREATION OVERALL:**

There has being a lack of maintenance due to the lack of funding. Athletic track is due to be completed in September 2017. Grading and Categorization of Venues still in progress.

### 3.9 LIBRARY SERVICES

#### INTRODUCTION TO LIBRARY SERVICES

There are eleven libraries within the Msunduzi Municipal Library Services, the main Bessie Head Library and ten branch libraries. The Bessie Head Library has a wide range of resources including books, large-print books, newspapers and periodicals, audio-books, DVDs, videos, music CDs and scores, and CD ROMs for all age groups.. Within the branch libraries: there are three large libraries, Northdale, Georgetown and Eastwood and five smaller ones, Ashburton, Woodlands, Sobantu, Ashdown and Alexandra Library. The branch libraries offer a smaller range of materials than is available at the main library but make every effort to meet the needs of the communities they serve. A limited Adult Reference service is available at Northdale, Georgetown and Eastwood libraries. Georgetown provides a study area and a Travelling Library service to schools.

During the financial year all 7 of the 11 libraries were maintained every month, 3 Libraries upgraded and 10248 library books were purchased.

#### SERVICE STATISTICS FOR LIBRARY SERVICES

1. Issue Statistics Total: **570127**
2. User Statistics Total: **369106**
3. Cataloguing Statistics Total: **33386**
4. Membership statistics total: **138423**

LIBRARY SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
COM DEV 03	NKPA 2 - BASIC SERVICE DELIVERY	Libraries	Maintenance and landscaping of council grounds and gardens at libraries and halls	All	11 libraries maintained every month by the 30th of June 2017	7 libraries maintained monthly	2 (70% - 99%)
COM DEV 05	NKPA 2 - BASIC SERVICE DELIVERY	Libraries	Purchase of Library Material	12, 13, 24, 27,28, 32, 34, 35, 37	5000 Library Books purchased by 30th of April 2017	10248 books purchased in the financial year	5 (150% - 167%)

LIBRARY SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENC E	NATIONAL KEY PERFORMANC E AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable )
COM DEV 06	NKPA 2 - BASIC SERVICE DELIVERY	Upgrading of Libraries	Upgrading of Sobantu, Georgetow n and Woodlands Libraries	12, 32, and 35	3 Libraries (Sobantu, Georgetown and Woodlands Libraries ) Upgraded by the 31st of December 2016	Upgrades completed	3 (100% - 129%)
COM DEV 07	NKPA 2 - BASIC SERVICE DELIVERY	Alternative Energy	installation of generators	28, 12, 34	3 Generators (Georgetown , Eastwood & Northdale) installed and commissione d by the 30th of June 2017	3 Generators were installed and commissione d in the 1st Quarter	5 (150% - 167%)

EMPLOYEE: LIBRARIES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	3	1	2	66
T04-T08	62	95	83	12	13
T09-T13	14	32	23	9	28
T14-T18	5	4	3	1	25
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	81	134	110	24	18



FINANCIAL PERFORMANCE 2016/2017: LIBRARIES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-20,098	0	0	0	0
Expenditure:					
Employees	35,993	38,413	39,308	39,650	0,1
Repairs and Maintenance	397	113	366	267	-27
Other	15,527	17,140	22,111	21,973	-0,6
<b>Total Operational Expenditure</b>	51,917	55,666	61,785	61,890	0,2
<b>Net operational (Service) Expenditure</b>	31,819	55,666	61,785	61,890	0,2

CAPITAL EXPENDITURE: LIBRARIES					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	6,661	8,660	8,598	0,7	
Prov: Sobuntu Library Extension	1,000	1,340	1,337	-0,2	
Prov: Bessie Head Library Phase 1	2,361	20	91	355	
Prov: Georgetown Basement	1,600	2,800	2,746	-1,9	
Prov: Northdale Library	0	1,960	1,950	-0,5	
Prov: Woodlands Library	1,700	2,540	2,474	-2,6	

#### COMMENT ON THE PERFORMANCE OF LIBRARY SERVICES

Book buying and renovations are ongoing projects. The process of preservation and digitization of legal deposit material is still on as it is ongoing major project that the library is embarking upon as they it is fulfilling the Legal deposit Act on protecting the collection of which is a country priority and it falls on Generally Recognized Accounting Practice 103 (GRAP 103). Three libraries went on a major renovations process that is Georgetown, Sobantu and Woodlands. Most libraries are having generators as back in times of electricity and security system has been beefed up with each library having physical security guard, cameras and book security system maintained annually. The extended services through mobile libraries have been finalized and implementations to follow soon as new mobile services were purchased in 2015/16 financial year. The Elandskop and Slangspruit Libraries are now functioning and there few areas that need some attention for delivering the best service. The following services were also covered through the DAC grant: License and connectivity fees to enable the Library services to have access to the Millennium, SLIMS and SABINET systems, Staffing, Capacity building and training and Maintenance of all libraries.

The expectations for 2016/17 were exceeded. Currently the library is focusing on building Imbali Library through Department of Arts and Culture and renovations of Alexandra Library to take place soon. The fire protection of the legal deposit material and the process phase one of portioning stack areas has not finalized due to financial constraints.

### 3.10 WASTE MANAGEMENT – LANDFILL SITE

#### INTRODUCTION TO WASTE MANAGEMENT (NEW ENGLAND LANDFILL SITE)

The New England Landfill Site is the largest licenced disposal Facility in the District region. The facility is owned and operated by the Msunduzi Municipality and services the Pietermaritzburg and surrounding areas as well as other District Municipalities. The Site is managed and operated within the prescripts of the Permit issued by the National Regulatory Authority. The Site has complied with the Permit in 2016/2017 but has had insufficient Budget for the year , this has made it impossible to purchase the required specilized Plant . The Plant that is currently available are old and in-efficient , resulting in extended downtime which then places the Site at risk of non-compliance and Environmental risks.

The Site needs to have sufficient Budget to address the challenges it faces , as well as improve on Security measures to control the activities of Waste-pickers, to promote order at the Facility and to enhance Service Delivery.

WASTE DISPOSAL SERVICES STATISTICS				
DESCRIPTION	2013/2014	2014/2015	2015/2016	2016/2017
	TONS	TONS	TONS	TONS
<b>Waste Disposal per Category</b>				
Builders Rubble	33 939	63 777	45 239	66 448
Bulk Food Waste	474	417	547	476
Garden Refuse	20 399	19 839	18 025	8 175
General Domestic Waste	28 281	33 502	36 600	26 702
Industrial Waste	34 404	35 208	33 287	33 219
Sawdust	252	148	66	0
Cover Material	42 630	46 134	33 316	16 554
Wood waste	2 646	3 743	5 302	97
<b>TOTAL</b>	<b>163 025</b>	<b>202 768</b>	<b>172 382</b>	<b>151 671</b>

WASTE DISPOSAL SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3, 4,5, Not Applicable)
LS01	NKPA 2 - BASIC SERVICE DELIVERY	Extension of the life of the Landfill Site	Infrastructure upgrade	35	350 metres of berm constructed to 2.5m height by the 31st of May 2017	100% completion	3 (100% - 129%)

WASTE DISPOSAL SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3, 4,5, Not Applicable)
LS02	NKPA 2 - BASIC SERVICE DELIVERY	Extension of the life of the Landfill Site	Infrastructure upgrade	35	1 x Leachate tank commissioned by the 30th of April 2017	100% completion	3 (100% - 129%)
LS03	NKPA 2 - BASIC SERVICE DELIVERY	Extension of the life of the Landfill Site	Infrastructure upgrade	35	100 000sqm of Landfill Site reshaped by the 30th of June 2017	100% completion	3 (100% - 129%)

EMPLOYEE: LANDFILL SITE - WASTE DISPOSAL SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	12	14	13	1	7
T04-T08	6	11	2	9	82
T09-T13	1	6	4	2	33
T14-T18	1	1	1	0	0
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>20</b>	<b>32</b>	<b>20</b>	<b>12</b>	<b>38</b>

FINANCIAL PERFORMANCE 2016/2017: LANDFILL SITE - WASTE DISPOSAL SERVICES						R'000
Details	2015/2016	2016/2017				
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %	
Total Operational Revenue (excl. tariffs)	0	0	0	-7,935	0	
Expenditure:						
Employees	4,729	5,012	4,890	5,336	9	
Repairs and Maintenance	1,304	470	1,311	1,047	-20	
Other	16,82	9,010	12,266	11,815	-4	
Total Operational Expenditure	23,015	14,492	18,467	18,198	-1	
Net operational (Service) Expenditure	23,015	14,492	18,467	10,263	-44	

CAPITAL EXPENDITURE: LANDFILL SITE - WASTE DISPOSAL SERVICES					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	8,500	8,903	7,809	-12	
MIG-LANDFILL UPGRADE	8,500	8,903	7,809	-12	

#### COMMENT ON WASTE MANAGEMENT (NEW ENGLAND LANDFILL SITE) OVERALL

The Site is mandated via the Permit to conduct an annual infrastructure upgrade to meet compliance standards and to maintain operations. The Budget required for this project varies depending on Operational needs and the required Budget is approximately R 15 Million Rands per year, unfortunately this Budget is not fully received. This shortfall of the Budget makes it difficult to pro-actively address challenges and mitigate against potential risks.

Operating Budgets are also insufficient to sustain daily operations and maintenance in an environmentally and socially acceptable manner.

Capital and MIG budgets need to be increased to meet the requirements of the Unit, the projected requirements for the next 5 years are:

- 2017/2018 Required R 15 000 000
- 2018/2019 Required R 20 000 000
- 2019/2020 Required R 25 000 000
- 2020/2021 Required R 30 000 000
- 2021/2022 Required R 35 000 000.

#### 4. COMPONENT D: BUDGET & TREASURY

This component includes: Indigents (Free Basic Services), Financial Services and Supply Chain Management.

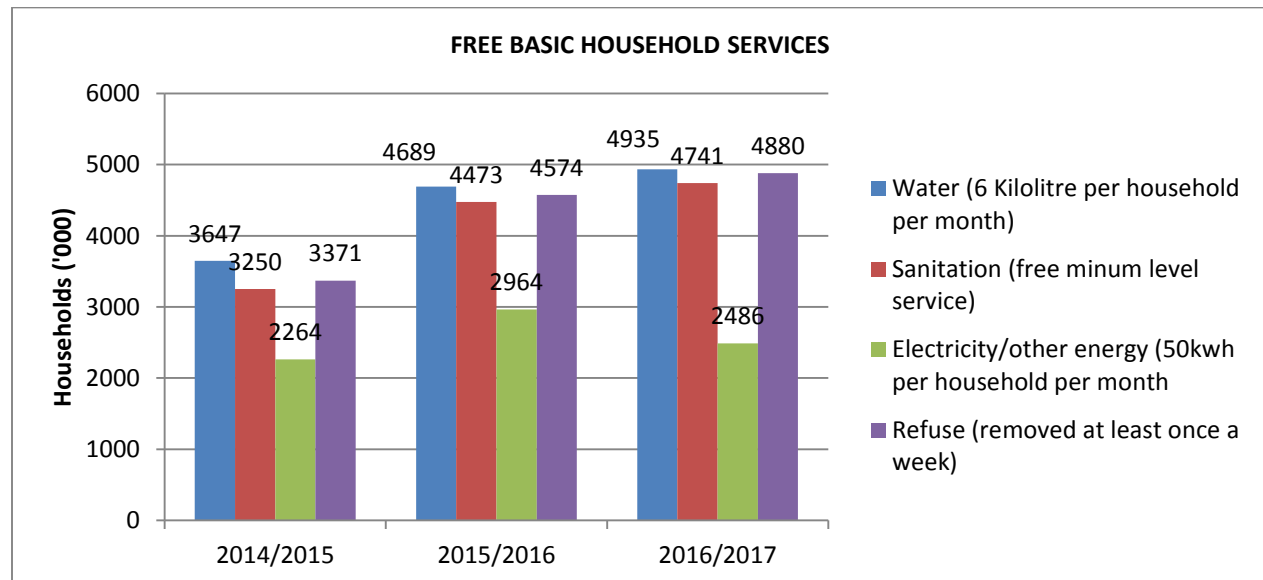
##### 4.1 INDIGENTS (FREE BASIC SERVICES)

###### INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

Council receives Equitable Share to subsidise those who cannot afford to pay for the minimum needs in life. The objective in calculating the amount to be subsidised, must be to prevent an increasing balance on the account of an indigent as it will be difficult to recover the debt in a humanly way. According to the Municipal Systems Act 2000, Section 74(3) and 75(2) stipulates, "A tariff policy may differentiate between different categories of users/debtors."

###### **Criteria for Approval:**

1. That the gross household income for qualification as a registered Indigent be determined each year by Council in terms of the tariff register. Currently the threshold income is R3740.00
2. That the prescribed application forms be completed annually.



FREE BASIC SERVICES TO LOW INCOME HOUSEHOLDS									
	Number of households								
	Total	Households earning less than R3.740 per month							
			Free basic water		Free basic sanitation		Free Basic Electricity		Free Basic Refuse
2014/2015	12532		3647		3250		2264		3371
2015/2016	16700		4689		4473		2964		4574
2016/2017	17042		4935		4741		2486		4880

FINANCIAL PERFORMANCE 2016/2017: COST TO MUNICIPALITY OF FREE BASIC SERVICES DELIVERED					
Services Delivered	2015/2016	2016/2017			
	Actual	Budget	Adjustment Budget	Actual	Variance to Budget %
Waster	8611396	13196800	13196800	7012266	47
Waste Water (Sanitation)	4553556	4892700	4892700	4894449	0
Electricity	3080430	2363000	2363000	2576950	10
Waste Management (Solid Waste)	2195310	3265000	3265000	2904229	11
<b>Total:</b>	18440692	23717500	23717500	17387894	37

FREE BASIC SERVICE POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAM ME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicable)
REV 01	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Adoption of Revenue related policies	Compliance	N/A	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies reviewed and submitted to SMC by the 31st March 2017 for approval by Council	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies were reviewed and submitted to SMC by the 31st March 2017 for approval by Council	3 (100% - 129%)
RPI 08	NKPA 2 - BASIC SERVICE DELIVERY	Improved access to Free Basic Services	Number of households earning less than R3500 per month (application based) with access to free basic services	All Wards (application based)	8000 households earning less than R3500 per month (application based) provided with access to free basic services by the 30th of June 2017	6452 households earning less than R3500 per month (application based) provided with access to free basic services by the 30th of June 2017	2 (70% - 99%)

**COMMENT ON FREE BASIC SERVICES AND INDIGENT SUPPORT:**

The equitable share received is used to fund Free Basic Services that is extended to all our customers who have been declared indigent who are earning below R3 740.00 as determined by Council. Further to the free basic services, we are trying to remove the burden from the indigent customers by reducing their amperage on the electricity they use to 20AMPS. We have started a project to replace all indigent customers meter with smart prepaid. Indigent policy refers to: people who are lacking the necessities of life such as sufficient water, basic sanitation, refuse removal, environmental health, basic energy, health care, housing, food and clothing. Spent on electricity for 2016/2017 was R 2 576 950, spent on water 2016/2017 R 7 012 266, spent on sewerage for 2016/2017 R4 894 449, spent on refuse 2016/2017 R 2 904 229.

## 4.2 FINANCIAL SERVICES

### INTRODUCTION TO FINANCIAL SERVICES

*The Financial Services Business Unit comprises with the following sections, namely:*

- BUDGET
- EXPENDITURE
- REVENUE MANAGEMENT
- SUPPLY CHAIN MANAGEMENT, &
- ASSETS & LIABILITIES
- MSCOA
- SAP
- FINANCIAL GOVERNANCE & PERFORMANCE MANAGEMENT

*The National Key Performance Areas for this business unit is Financial Viability & Management. Programmes pertaining to the sections are as follows:*

- Budget & Treasury-Compliance and Annual Financial Statements.
- Expenditure-Trade and Sundry Payments, Payment of all invoices within 30 days, management of general insurance fund, remuneration management.
- Revenue Management-Credit Control and billing, policies.
- Supply Chain & Supply Chain management, and
- Asset Management

The debt collection rate has improved, however is not ideal at this stage. The debt collection task team put together is addressing collection challenges.

### DEBT RECOVERY

DEBT RECOVERY								
								R'000
Details of the types of account raised and recovered	2014/2015		2015/2016			2016/2017		
	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %	Billed in year	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %	Billed in year	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %
Property	710660	90	746785	738298	99	798728	798728	-
Electricity - B	301871	92	341528	319244	93	401649	401649	-
Electricity - C	1454383	97	16470155	1591086	97	1606597	1606597	-
Water - B	25586	40	44102	12618	28	18696	18696	-
Water - C	465134	77	519138	375641	72	604492	604492	-
Sanitation	144359	76	138984	113971	82	147839	147839	-
Refuse	88452	76	87866	71767	82	99557	99557	-
Other	75743	136	66827	93070	139	276433	83339	-



- Electricity – B Consumption based charge
- Electricity – C Fixed Charge

- \* Water – B Consumption based charge
- \* Water – C Fixed Charge

- The above figures provided for 2016 – 2017 financial year have not been audited and are as per the annual financial statement, however the figures are from table A4 of the budgeted financial performance.

#### COMMENT ON DEBT RECOVERY

Council has appointed 2 Debt Collectors to collect outstanding arrears from debtors. The MM has formed a Debt Recovery Task Team that meets every Tuesdays to discuss challenges with all relevant departments in terms of debt recovery. Our credit control policy reviewed annual to close the loop holes and any gaps that were identified during the past financial year. We have also improved our indigent registration in order to better manage the accounts of low income earners such that the income threshold was increased to R3740.00 so that the majority of the poorest of the poor are catered for and those who cannot afford to settle their debts in excess of the free basic service, their meters are being changed to prepaid.

#### GRANT PERFORMANCE

##### GRANT PERFORMANCE & GRANTS RECEIVED FROM SOURCES OTHER THAN DIVISION OF REVENUE ACT (DORA)

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2017 Adj budget</u>	<u>2017 Actual</u>
<b><u>GRANTS AND SUBSIDIES - REVENUE</u></b>					
<b>NATIONAL GRANTS</b>					
Equitable Share	373 541 000	395 786 000	432 307 000	432 307 000	432 307 000
Electricity Side Demand Management/Integrated National Electrification Programme	82 151 026	9 448 702	16 000 000	16 000 000	12 114 506
Finance Management Grant	1 600 000	1 600 000	1 625 000	1 625 000	1 625 000
Expanded Public Works Programme	2 783 585	4 032 000	6 809 000	6 809 000	3 912 513
Municipal Infrastructure Grant	163 157 419	191 358 637	180 941 000	190 617 000	189 553 124
Municipal Systems Improvement Grant	1 225 977	926 203	-	-	-
Neighbourhood Development Partnership Grant	20 195 024	11 114 249	22 110 000	22 110 000	1 955 150
Municipal Water Infrastructure Services Grant	11 389 010	57 033 258	-	-	1 299 742
Public Transportation Infrastructure Grant	109 483 291	48 087 747	200 031 000	200 031 000	200 031 000

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2017 Adj budget</u>	<u>2017 Actual</u>
Water Services Infrastructure Grant	-	-	36 721 000	36 721 000	36 721 000
<b>PROVINCIAL GRANTS</b>					
Airport	-	1 004 166	-	-	2 542 206
Greater Edendale Development Initiative	31 297 548	11 826 696	-	-	8 735 027
Housing	10 148 250	106 008	-	-	20 551
Library	24 586 373	13 479 710	19 896 000	20 019 000	23 984 238
Library Subsidy	6 617 953	7 450 000	-	-	-
Community Development Workers	722	-	-	-	-
Community Communication Initiative	621	-	-	-	-
Nhlalakahle Informal Settlement Electrification	4 650 013	-	-	-	-
Alexandra Park Athletic Track	19 075	-	-	-	-
Electricity Grants - COGTA	9 188 454	106 146	-	-	-
Publicity House - COGTA	1 977 166	25 709	-	-	-
Urban Renewal - COGTA	5 809 800	2 190 200	-	-	-
Market / Tourism Hub - COGTA	6 076 648	250 538	-	-	-
Operation Dlulusumilando	500 000	-	-	-	-
Massification - COGTA	4 374 713	-	-	-	-
Sanitation Bucket Eradication	3 535	-	-	-	-
Wadley Stadium - Sports And Recreation	121 000	-	-	-	-
Water Conservation Water Demand Management - COGTA	242	-	-	-	-
Tatham Art Gallery	988 070	362 617	400 000	400 000	26 969
Housing Accreditation	3 728 167	9 065 545	10 389 000	25 102 000	17 445 394
Manaye Area Precinct Upgrade	-	-	-	-	799 519
Youth Enterprise Park	-	-	-	-	345 495
<b>OTHER GRANTS</b>					
Developer Contribution	413 177	-	-	-	-
Sanedi	-	4 385 965	-	-	-
Youth Advisory Centre	35 420	-	-	-	-

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2017 Adj budget</u>	<u>2017 Actual</u>
<b>Total Grant And Subsidies</b>	<b>876 063 276</b>	<b>769 640 098</b>	<b>927 229 000</b>	<b>951 741 000</b>	<b>933 418 432</b>

**COMMENT ON GRANTS, CONDITIONAL GRANTS AND GRANT RECEIVED FROM OTHER SOURCES:**

The actual figures in the tables above are the amounts that the Municipality utilized on capital and operational projects during the financial years. During 2015/2016 the municipality had spent 61.38% of the grants received during the year and grants rolled over from the prior year, while in 2016/2017 the percentage has increased to 86.19%. In terms of the grants from other sources, the municipality did not receive any grants from other external funders for the last two financial years.

<b>FINANCIAL SERVICES POLICY OBJECTIVES TAKEN FROM IDP</b>							
<b>OP REFERENCE</b>	<b>NATIONAL KEY PERFORMANCE AREA</b>	<b>PROGRAM ME</b>	<b>PROJECT</b>	<b>WARD</b>	<b>ANNUAL TARGET</b>	<b>ANNUAL PROGRESS - ACTUAL</b>	<b>ACTUAL (1,2,3,4,5 , Not Applicable)</b>
<b>B &amp; T 02</b>	<b>NKPA 4 - FINANCIAL VIABILITY &amp; FINANCIAL MANAGEMENT</b>	<b>IDP/Budget process plan</b>	<b>Implementation of process plan</b>	<b>N/A</b>	<b>Summary of the approved budget and tariff of charges for the 2017/2018 FY advertised by the 30th of June 2017</b>	<b>Summary of the approved budget and tariff of charges for the 2017/2018 FY advertised by the 30th of June 2017</b>	<b>3 (100% - 129%)</b>
<b>B &amp; T 03</b>	<b>NKPA 4 - FINANCIAL VIABILITY &amp; FINANCIAL MANAGEMENT</b>	<b>Financial reporting and auditing</b>	<b>Preparation of annual financial statements</b>	<b>N/A</b>	<b>Annual financial statements for the 15/16 FY prepared and submitted to AG by the 31st of August 2016</b>	<b>Annual financial statements for the 15/16 FY prepared and submitted to AG by the 31st of August 2016</b>	<b>3 (100% - 129%)</b>

FINANCIAL SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
OP REFEREN CE	NATIONAL KEY PERFORMAN CE AREA	PROGRAM ME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicabl e)
B & T 04	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEME NT	Financial reporting	Complianc e	N/A	12 x S71 reports produced and submitted to SMC within 10 working days after the end of each month by the 30th of June 2017	12 x S71 reports produced and submitted to SMC within 10 working days after the end of each month by the 30th of June 2017	3 (100% - 129%)
B & T 05	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEME NT	Financial reporting	Complianc e	N/A	4 x Quarterly reports on Section 52(d) produced and submitted to SMC within 10 working days after the end of each Quarter by the 30th of April 2017	4 x Quarterly reports on Section 52(d) produced and submitted to SMC within 10 working days after the end of each Quarter by the 30th of April 2017	3 (100% - 129%)
B & T 06	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEME NT	Financial reporting	Complianc e	N/A	Section 72 (mid-year) budget performance report prepared and submitted to SMC by the 25th of January 2017	Section 72 (mid-year) budget performance report prepared and submitted to SMC by the 25th of January 2017	3 (100% - 129%)
EXP 02	FINANCIAL VIABILITY & FINANCIAL MANAGEME NT	Expenditure Managemen t	Monthly report on Fruitless and Wasteful Expenditur e to SMC	N/A	12 x monthly reports on Fruitless and Wasteful Expenditure prepared submitted to SMC by the 30th of June 2017	11 x monthly reports on Fruitless and Wasteful Expenditure prepared submitted to SMC by the 30th of June 2017	2 (70% - 99%)

FINANCIAL SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
OP REFEREN CE	NATIONAL KEY PERFORMAN CE AREA	PROGRAM ME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicabl e)
EXP 04	NKPA 1 - MUNICIPAL TRANSFORM ATION & ORGANIZATI ONAL DEVELOPME NT	Expenditure Managemen t	Annual Review of Procedure s Manual.	N/A	100% of Expenditure Management procedure manuals reviewed and submitted to SMC by the 31st of May 2017	100% of Expenditure Management procedure manuals reviewed and submitted to SMC by the 30 of April 2017	3 (100% - 129%)
REV 01	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Adoption of Revenue related policies	Complianc e	N/A	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies reviewed and submitted to SMC by the 31st March 2017 for approval by Council	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies were reviewed and submitted to SMC by the 31st March 2017 for approval by Council	3 (100% - 129%)
REV 02	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Revenue Managemen t	Reports	N/A	12 x monthly debtors age analysis reports submitted to SMC by the 30th of June 2017	12 x monthly debtors age analysis reports submitted to SMC by the 30th of June 2017	3 (100% - 129%)
REV 03	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Revenue Managemen t	Debt collection	N/A	90% Monthly collection rate of current debt by the 30th of June 2017	90% Monthly collection rate of current debt by the 30th of June 2017	3 (100% - 129%)
REV 05	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Billing managemen t	Accurate Billing	N/A	85% of all electricity and water meters read on a monthly basis by the 30th of June 2017	84% of all electricity and water meters read on a monthly basis by the 30th of June 2017	2 (70% - 99%)

FINANCIAL SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
OP REFEREN CE	NATIONAL KEY PERFORMAN CE AREA	PROGRAM ME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicabl e)
A & LM01	NKPA 1 - MUNICIPAL TRANSFORM ATION & ORGANIZATI ONAL DEVELOPME NT	Increase institutional capacity and promote transformati on	Policy review	N/A	Asset management Policy reviewed and submitted to SMC by the 28 February 2017 for approval by Council	Asset management Policy reviewed and submitted to SMC by the 28 February 2017 for approval by Council	3 (100% - 129%)
A & LM02	NKPA 1 - MUNICIPAL TRANSFORM ATION & ORGANIZATI ONAL DEVELOPME NT	Increase institutional capacity and promote transformati on	Review Useful Lives of Assets at year end.	N/A	1 x report prepared and submitted to OMC on the 100% review of all Council assets' useful lives by the 30th of June 2017	1 x report prepared and submitted to OMC on the 100% review of all Council assets' useful lives by the 30th of June 2017	3 (100% - 129%)
A & LM03	NKPA 1 - MUNICIPAL TRANSFORM ATION & ORGANIZATI ONAL DEVELOPME NT	Increase institutional capacity and promote transformati on	Valuation of Investmen t Properties	N/A	1 x report prepared and submitted to OMC on the 100% valuation of all Council Investment Property Assets at year end by the 30th of June 2017	1 x report prepared and submitted to OMC on the 100% valuation of all Council Investment Property Assets at year end by the 30th of June 2017	3 (100% - 129%)
B & T 11	NKPA 1 - MUNICIPAL TRANSFORM ATION & ORGANIZATI ONAL DEVELOPME NT	Strengthen Governance	Quarterly reporting of the Implement ation of mSCOA submitted to SMC.	N/A	4 x Quarterly reports prepared and submitted to SMC within 15 days after the end of the quarter on the Implementati on of mSCOA by the 15th of April 2017	report for the 4th quarter is en route to SMC	3 (100% - 129%)

FINANCIAL SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
OP REFEREN CE	NATIONAL KEY PERFORMAN CE AREA	PROGRAM ME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicabl e)
B & T 12	NKPA 1 - MUNICIPAL TRANSFORM ATION & ORGANIZATI ONAL DEVELOPME NT	Financial reporting	Trial run of mSCOA from July 2016	N/A	9 x Monthly Reports on the Implementati on of mSCOA. Budgeting (seven segments) produced and submitted to SMC by the 30th of June 2017	Budget to be done on SAP Budget Module	1 (69% & below)
MSCOA 01	NKPA 1 - MUNICIPAL TRANSFORM ATION & ORGANIZATI ONAL DEVELOPME NT	Financial reporting	Facilitate mSCOA accredited training through National Treasury for all related staff within the municipali ty	N/A	100 X Council Staff training facilitated on mSCOA either through accredited or non- accredited training done through National Treasury by the 30th of June 2017	Service is readily available to undertake training challenge of the venue is being addressed it is anticipated that training shall start full swing in July	2 (70% - 99%)
EXP 01	FINANCIAL VIABILITY & FINANCIAL MANAGEME NT	Expenditure Managemen t	Financial Managem ent System - DuziSAP 220	N/A	4 x Quarterly Reports on the acquisition and implementati on of the financial management system prepared and submitted to SMC by the 30th of June 2017	4x Quarterly Reports on the acquisition and implementatio n of the financial management system submitted to SMC by 30 June 2017.	3 (100% - 129%)

EMPLOYEE: FINANCE BUSINESS UNIT					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	5	1	1	0	0
T04-T08	110	440	303	137	31
T09-T13	28	92	45	47	51
T14-T18	17	28	12	16	57
T19-T22	4	5	4	1	20
T23-T25	1	1	1	0	0
<b>Total</b>	<b>165</b>	<b>567</b>	<b>366</b>	<b>201</b>	<b>35</b>

FINANCIAL PERFORMANCE 2016/2017: FINANCIAL SERVICES					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget%
Total Operational Revenue (excl. tariffs)	5 653	10 878	10 878	13 794	26,81%
Expenditure:					
Employees	97 225	156 880	189 667	160 636	-15,31%
Repairs and Maintenance	2 469	6 015	5 065	3 305	-34,75%
Other	89 629	160 760	240 094	181 606	-24,36%
Total Operational Expenditure	189 323	323 655	434 826	345 547	-20,53%
Net operational (Service) Expenditure	183 670	312 777	423 948	331 753	-21,75%

CAPITAL EXPENDITURE: FINANCIAL SERVICES					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Budget %	Total Project Value
<b>Total All</b>	25 710	31 246	30 114	-3,62%	
Financial System	24 468	24 256	23 654	-2,48%	+90000
Renovation Offices	345	226	226	0,00%	226
Plant and Equipment	30	4 085	3 791	-7,20%	3791
Furniture	527	598	556	-7,02%	556
Computer Equipment	340	1 824	1 753	-3,89%	1753
Transport Assets	0	257	134	-47,86%	134

#### COMMENT ON THE PERFORMANCE OF FINANCIAL SERVICES OVERALL:

The process leading to the approval of the budget was in line with the approved budget process plan. The Budget was adopted within the MFMA legislated timeframes and the approved budget was informed by the Long-Term Financial Plan (LTFP). All relevant budgets related policies are in place and some of the critical procedure manuals were adopted during the year. Staff shortages/vacancies were also addressed within the financial year.



### 4.3 SUPPLY CHAIN MANAGEMENT

#### INTRODUCTION TO SUPPLY CHAIN MANAGEMENT

The Msunduzi Municipality's Supply Chain Management unit is a support function for all business units within the Council to ensure provision of, fair, equitable, transparent, competitive and cost effective procurement services which then assists the business units to implement their service delivery priorities.

#### SERVICE STATISTICS FOR SUPPLY CHAIN MANAGEMENT

Twelve (12) Monthly reports on tenders awarded were submitted during the year 2016/2017 financial period under review. One hundred and seven four (**174**) requests (> R30 000 and > 200 000) were received and advertised by the Supply Chain Management unit, hundred and sixty (**160**) requests were finalized and awarded, seventy three (**73**) awards were made to Pietermaritzburg based service providers and/or Suppliers; twelve (12) bids/tenders and quotations were cancelled for various reasons, three (3) objections were received and resolved accordingly; and there was one court interdicts received.

#### LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIPS

LONG TERM CONTRACTS (20 LARGEST CONTRACTS ENTERED INTO 2016/17)					
					R' 000
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
Andimahle Trading Enterprise cc	Appointment of a service provider to provide professional event management services to the Msunduzi Municipality for a period of thirty six months	18/01/2017	17/01/2020	Siwelile Zimu	Rates Based (10%) Management fee
Xolisisizwe Trading and Projects cc	Appointment of a service provider to provide professional event management services to the Msunduzi Municipality for a period of thirty six months	18/01/2017	17/01/2020	Siwelile Zimu	Rates Based (10%) Management fee
Anzomode Pty Ltd	Appointment of a service provider to provide professional event management services to the Msunduzi Municipality for a period of thirty six months	18/01/2017	17/01/2020	Siwelile Zimu	Rates Based (10%) Management fee

LONG TERM CONTRACTS (20 LARGEST CONTRACTS ENTERED INTO 2016/17)					
					R' 000
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
Classic Event Sound and Marquess	Appointment of a service provider to provide professional event management services to the Msunduzi Municipality for a period of thirty six months	18/01/2017	17/01/2020	Siwelile Zimu	Rates Based (10%) Management fee
Sandakahle Trading 01 cc	Appointment of a service provider to provide professional event management services to the Msunduzi Municipality for a period of thirty six months	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
ZT Electrical	Appointment of a service provider for electrical maintenance and refurbishment at Msunduzi Municipality	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Eudemonia Electrical Projects	Appointment of a service provider for electrical maintenance and refurbishment at Msunduzi Municipality	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Ugesi Contractors	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Dusi Electrical cc	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based

LONG TERM CONTRACTS (20 LARGEST CONTRACTS ENTERED INTO 2016/17)					
					R' 000
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
Sailem Electrical cc t/a Dee-Es Electrical	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
SBD Business Systems (Pty) Ltd	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Eudemoniia Electrical Projects	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
ATAM Electrical cc	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Gubela Trading cc	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Stateway Switchboards Pty Ltd	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead,	25/01/2017	24/01/2020	Thabani Madlala	Rates Based

LONG TERM CONTRACTS (20 LARGEST CONTRACTS ENTERED INTO 2016/17)					
					R' 000
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
	underground mains and customer service				
The Lighting Specialist t/a City Lightz	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Dusi Electrical	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Bewton Investment	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
SBS Electrical	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Secrete Steps Trading	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based

LONG TERM CONTRACTS (20 LARGEST CONTRACTS ENTERED INTO 2016/17)					
					R' 000
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
Biytech cc	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Isizwe Elektropak	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Imbawula Technical Service Suppliers	Installation, maintenance and repairs of medium and low voltage electrical infrastructure: substations, overhead, underground mains and customer service	25/01/2017	24/01/2020	Thabani Madlala	Rates Based
Barleda 232 T/A Barleda Plant And Civils	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Sicubi Construction (Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Zungu Civils(Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Melki Civils And Plant Hire	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Midmar Plant Hire Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Aqua Transport-Plant Hire (Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Deeplalls Transport And Plant Hire Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Sarupens Transport And Plant Hire cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Xmoor Transport (Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based

LONG TERM CONTRACTS (20 LARGEST CONTRACTS ENTERED INTO 2016/17)					
					R' 000
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
Amaphiko Ejuba Transport Enterprises cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Pagamisa Plant Hire Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Tag Plant Hire (Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Kerush's Transport Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Sobuza Investments Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Afri Roads And Civils(Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Ekene Investments Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Msunduzi Consumer Primary Co-Operative	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Ethos Transport And Road Services Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Conan Construction Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Capital Car Hire	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Houston Earth Moving Trust	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Maritzburg Sand And Plant Hire (Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Valamehlo Truck Sales Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Afrisand And Plant Hire (Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Rapid Dawn 1277 T/A Ace Transport	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Premier Attraction 217 Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Ren Civils And Plant Hire (Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Snezinseka (Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Qwebeka Plant Hire Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based

LONG TERM CONTRACTS (20 LARGEST CONTRACTS ENTERED INTO 2016/17)					
					R' 000
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
River Queen Trading 9 Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
BD Plant And Construction Cc	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
Govenders Plant And Civils (Pty)Ltd	HIRE OF MECHANICAL PLANT	07/02/2017	06/02/2020	Mthandeni Ngcobo	Rates Based
First National Bank	Call for Proposals on Placement and Management of Investments for the Msunduzi Municipality	24/04/2017	23/04/2020	Mahendra Sahibdeen	Rates Based
Standard Bank Of South Africa Limited	Call for Proposals on Placement and Management of Investments for the Msunduzi Municipality	24/04/2017	23/04/2020	Mahendra Sahibdeen	Rates Based
VBS Mutual Bank	Call for Proposals on Placement and Management of Investments for the Msunduzi Municipality	24/04/2017	23/04/2020	Mahendra Sahibdeen	Rates Based
ABSA Bank Limited	Call for Proposals on Placement and Management of Investments for the Msunduzi Municipality	24/04/2017	23/04/2020	Mahendra Sahibdeen	Rates Based
GIBB (Pty) Ltd	Servicing and Calibration of analysers and data management at various Air pollution Monitoring stations	06/06/2017	05/06/2020	Aavi Jadoo	R 1 546 798.70
Ecocycle Waste Solutions (Pty) Ltd	Provision of Health Care Risk Waste Disposal	08/05/2017	07/05/2020	Sipho Sithole	Rates Based
Med Pak cc t/a Carter Medical Supplies	Supply and Delivery of Medication	31/05/2017	30/05/2020	Sipho Sithole	Rates Based

PUBLIC PRIVATE PARTNERSHIPS ENTERED INTO 2016/17					
R' 000					
Name And Description Of Project	Name Of Partner(S)	Initiation Date	Expiry Date	Project Manager	Value 2015/16
No Public Private Partnerships entered into in 2016/2017.	N/A	N/A	N/A	N/A	N/A

SUPPLY CHAIN MANAGEMENT POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicable)
SCM 01	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Supply Chain Management	SCM Policy Review	N/A	Supply chain management Policy reviewed and submitted to SMC by the 28th of February 2017 for approval by Council	Supply chain management Policy reviewed and submitted to SMC by the 28th of February 2017 for approval by Council	3 (100% - 129%)
SCM 02	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Supply Chain Management	Procurement plan submission	N/A	2017/2018 financial year Procurement Plan prepared and submitted to SMC by the 30th of June 2017	2017/2018 financial year Procurement Plan prepared and submitted to SMC by the 30th of June 2017	3 (100% - 129%)



SUPPLY CHAIN MANAGEMENT POLICY OBJECTIVES TAKEN FROM IDP							
OP REFEREN CE	NATIONAL KEY PERFORMAN CE AREA	PROGRAM ME	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicabl e)
SCM 03	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEME NT	Supply Chain Manageme nt	Procurement Plan implementati on	N/A	4 x quarterly reports produced and submitted to SMC on the Implementati on of the 16/17FY approved procurement plan by the 30th of June 2017	4 x quarterly reports produced and submitted to SMC on the Implementati on of the 16/17FY approved procurement plan by the 30th of June 2017	3 (100% - 129%)
SCM 04	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEME NT	Supply Chain Manageme nt	Monthly Reports	N/A	12 x Tenders awarded/ deviations and inventory management reports prepared and submitted towards a consolidated Financial services monthly report to Operational Management Committee by the 30th of June 2017	12 x Tenders awarded/ deviations and inventory management reports prepared and submitted towards a consolidated Financial services monthly report to Operational Management Committee by the 30th of June 2017	3 (100% - 129%)
SCM 05	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEME NT	Supply Chain Manageme nt	Monthly Reports	N/A	12 x contract management monthly reports prepared and submitted to SMC by the 30th of June 2017	12 x contract management monthly reports prepared and submitted to SMC by the 30th of June 2017	3 (100% - 129%)

## SUPPLY CHAIN MANAGEMENT IMPLEMENTATION CHECKLIST

IMPLEMENTATION CHECKLIST	
Supply Chain Management	
Municipality Details	Answers
Name of Municipality	KZ225 Msunduzi
Contact Person (name):	Dudu Gambu
Email address:	<a href="mailto:dudu.ndlovu@msunduzi.gov.za">dudu.ndlovu@msunduzi.gov.za</a>
Phone:	033 392 2472
Name of the Head of the SCM Unit (if different to above):	N/a

Question		Answer	Comment on progress	Date for completion	Official(s) responsible
1	Has the Council adopted a SCM policy in terms of SCM regulation 3?	Yes	N/A	N/A	Head: SCM
2	How many staff are employed by the SCM Unit? (show full time staff equivalent, a person shared with another function or working part-time on SCM is shown as a fraction)	48	N/A	N/A	N/A
2.1	How many positions are unfilled, ie waiting for an appointment? (full time equivalent)	15	15 post still vacant the effort of filling them is being undertaken by HR	2016/17	GM:CS
2.2	Has a job description been developed for each position within the SCM Unit?	Yes	N/A	N/A	N/A
3	Has a detailed implementation plan for SCM been developed?	Yes	N/A	N/A	Head: SCM
3.1	If "YES", is progress regularly measured against the implementation plan?	Yes	Progress on the Procurement Plan is updated monthly	N/A	Head: SCM
4	Is a report on the implementation of the SCM Policy provided to the mayor (within 10 days of the end of each quarter (reg 6(3)))	Yes	N/A	N/A	Head: SCM
5	SCM Processes:				
5.1	Is the necessary needs assessment undertaken before each acquisition?	Yes	N/A	N/A	Manager Demand and acquisition
5.2	Are preferential policy objectives identified to be	Yes	N/A	N/A	Manager: Contract Management

Question			Answer	Comment on progress	Date for completion	Official(s) responsible
		met through each contract?				
	5.3	Is the performance of vendors regularly monitored?	Yes	Monthly assessments are done by the monitoring officer and reported to Council on a quarterly basis	N/A	Monitoring officer
	5.4	Are SCM processes independently monitored to ensure the SCM policy is followed and desired objectives achieved?	Yes	N/A	N/A	IA
6	Are the threshold values contained in the SCM Policy aligned with the values stipulated in regulation 12?		Yes	N/A	N/A	N/A
	6.1	If "NO" are the values contained in the SCM Policy higher than that stipulated in regulation 12?	NO	N/A	N/A	N/A
7	Do municipal bid documents comply with MFMA Circular No 25?		Yes	N/A	N/A	SCM Practitioners
8	Do municipal bid documents include evaluation criteria for use by the bid evaluation and adjudication committees?		Yes	N/A	N/A	Manager: Contract Management
9	<i>Regulation 46 requires the SCM Policy to establish a code of conduct.</i>					
	9.1	Is the Code of Conduct issued by NT in MFMA Circular No 22 utilised?	Yes	N/A	N/A	Head: SCM
	9.2	Are measures in place to ensure all SCM practitioners are aware of the SCM code of conduct?	Yes	All practitioners have signed the code of conduct.	N/A	Head: SCM
10	Are all delegations in terms of SCM roles and responsibilities in writing (other than delegations contained in the SCM Policy)?		Yes	SCM Delegations adopted by Council	31/10/2014	CFO
11	Prior to making an award above R30 000 the municipality or municipal entity must check with SARS whether that persons tax matters are in order (reg 43 and MFMA Circular No 29). Is this being complied with?		Yes	N/A	N/A	SCM Practitioners
12	<i>Please confirm if records are kept of the following:</i>					

Question			Answer	Comment on progress	Date for completion	Official(s) responsible
	12.1	Petty cash purchases?	Yes	Creditors department are the custodian of these records	N/A	Creditors Manager
	12.2	Written or verbal quotations received and awards made?	Yes	Creditors department are the custodian of these records	N/A	Creditors Manager
	12.3	Tenders and all other bids received and awards made?	Yes	Tenders records are kept at SCM offices	N/A	Manager Demand and acquisition
13	Are all invitations for bids above R30 000 advertised for at least 7 days on the website and official notice board? (reg 18(a))		Yes	N/A	N/A	SCM Practitioners
	13.1	In addition, are all invitations for competitive bids publically advertised in newspapers commonly circulating locally? (reg 22(1))	Yes	N/A	N/A	SCM Practitioners
14	Is the "list of accredited prospective providers" required by regulation 14 updated at least quarterly?		Yes	N/A	N/A	Manager: Demand and acquisition
15	Is there a database established to record redundant and obsolete store items?		Yes	N/A	N/A	Logistics Manager
16	Are debriefing sessions held with unsuccessful bidders?		No	Written regret letters are sent and on request meetings are held.	N/A	SCM Practitioners
17	<i>Training SCM practitioners</i>					
	17.1	Has a training strategy for SCM practitioners been developed?	Yes	N/A	N/A	HR
	17.2	What is the 2015/2016 budget for the training of SCM practitioners?		N/A	N/A	N/A
	17.3	Has the municipality or entity used an outsourced training provider for SCM, other than SAMDI?	Yes	SCM35 of 14/15 Bantu Banye Skills	N/A	N/A
	17.4	If "yes" to 17.3 please list below the names of training provider(s) used to date ( <i>expand this box if necessary</i> )		Bantubanye Skills		
		.			N/A	N/A
		.				
		.				

Question			Answer	Comment on progress	Date for completion	Official(s) responsible
	17.5	Indicate the number of officials who have attended the SCM training conducted by SAMDI?		None	N/A	N/A
	17.6	Indicate the number of officials who have attended SCM training conducted by training providers other than SAMDI?		29	N/A	N/A
18	Has as SCM procedure manual been developed to assist officials implement the SCM policy, consistent with the MFMA, regulations, circulars and the Accounting Officers Guidelines?		Yes	N/A	N/A	N/A
19	<i>Bid Committee membership:</i>					
	19.1	Does the Bid Specification Committee membership comply with regulation 27?	Yes	N/A	N/A	N/A
	19.2	Does the Bid Evaluation Committee membership comply with regulation 28?	Yes	N/A	N/A	N/A
	19.3	Does the Bid Adjudication Committee membership comply with regulation 29?	Yes	N/A	N/A	N/A
	19.4	Has regulation 29(4), which stipulates that a member of a bid evaluation committee or an advisor may not be a member of a bid adjudication committee, been breached?	No	N/A	N/A	N/A
20	<i>Procurement of IT related goods and services:</i>					
	20.1	Are you aware that SITA can assist with the procurement of IT related goods and services (regulation 31)	Yes	N/A	N/A	N/A
	20.2	Have you utilised this facility before?	Yes	N/A	N/A	N/A
21	Does the SCM Policy provide for an effective system of risk management for the identification, consideration and avoidance of potential risks in the SCM system? (reg 41(1))		Yes	N/A	N/A	N/A

## PERFORMANCE MANAGEMENT OF CONTRACTS FOR THE PERIOD 1 JULY 2016 – 30 JUNE 2017

In terms of section 116 (2) of the MFMA the accounting officer of a municipality must - “Take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality or municipal entity is properly enforced; monitor on a monthly basis the performance of the contractor under the contract or agreement; establish capacity in the administration of the municipality to assist the accounting officer in carrying out the duties and to oversee the day-to-day management of the contractor under the contract or agreement;”

In order to fulfill the requirements of the legislation quoted above the Supply chain Management unit prepares a monthly report on the Performance of all suppliers. This report is tabled at the Strategic Management Committee on a monthly basis thereafter it is forwarded to the other portfolio committees before it is tabled at Council.

The table overleaf indicates a schedule summarizing the performance of all contracts on a monthly basis that the municipality entered into that are over the amount of R10 000 000. 00. Due to the size and volume of these reports, should anyone wish to view the full report they can kindly do so at the Supply Chain Management Unit on the 5<sup>th</sup> Floor of the AS Chetty Building. The table also does not include any information pertaining to annual supply contracts.

### MSUNDUZI MUNICIPALITY SUPPLY CHAIN MANAGEMENT UNIT - SERVICE PROVIDERS MONTHLY MONITORING OF PERFORMANCE

#### MONTHLY REPORTS FOR THE PERIOD 1 JULY 2016 - 30 JUNE 2017

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM77 OF 13/14	RELOCATION OF BULK WATER FEEDER MAINS	ESCOR CONSTRUCTION	R 12 091 673.17	<ul style="list-style-type: none"> <li>The works on site has been completed</li> <li>We currently waiting for closeout report from the engineer.</li> </ul>	Complete
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	<ul style="list-style-type: none"> <li>The structure of the reservoir is complete;</li> <li>The construction of Access road has been completed</li> </ul>	Waiting for completion certificate from the Engineer
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	<ul style="list-style-type: none"> <li>The progress on site is stagnant.</li> <li>There is a big problem with the funding for this project the user department did not budget for the project in 2016/17 financial year which is causing the slow progress. There are no funds to pay the contractor and the engineers.</li> </ul>	Contraction behind the schedule

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 13 OF 15/16	UPGRADING OF MOSES MABHIDA ROAD FROM KM 6,5 TO KM 7,5	KULU CIVIL'S	R 92 000 000.00	<ul style="list-style-type: none"> <li>The contractor is on site and is currently busy with layer works· The quality of work is satisfactory</li> </ul>	Behind the schedule
SCM 37 of 14/15	LESTER BROWN AND THOMAS WATKINS UPGRADE	FYNN'S CONSTRUCTION & DEVELOPERS CC	R22 876 319.05	<ul style="list-style-type: none"> <li>Delays experienced due to grey water discharge from an existing manhole outlet;· Project manager to make necessary notifications to the Sanitation department for leaks and Electrical department for illegal electricity connections · Land Acquisition of Ukulinga research Farm along Thomas Watkins Rd still in progress and has not been handed over to contractor yet; access to be confirmed soonest;· Revised Programme submitted by contractor with Lester Brown and Thomas Watkins schedule split.</li> </ul>	Not Applicable
SCM 99 OF 14/15	CONSTRUCTION AND COMMISSIONING OF A NEW EASTWOOD 132/11KV PRIMARY SUBSTATION INCLUDING ALL ASSOCIATED CIVIL WORKS	POWERTECH SYSTEM INTEGRATORS (PTY) LTD	R13 189 652.28	<ul style="list-style-type: none"> <li>Recommencement date of project recorded as 1<sup>st</sup> July 2015, confirmation letter sent on the 5<sup>th</sup> July 2016 ;· Claim for delays received by Architect from Powertech;· Consultant preparing documentation required for processing of a VO for standing time/ work stoppage;</li> <li>Site Establishment</li> <li>Waiting for municipal water connection, stand pipe installed; · Waiting for municipal electrical connection, electrical distribution board installed; · Chemical</li> </ul>	On schedule

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				site toilets have been provided; · Shower/ washing facilities have been erected. · Civils' portion of works program received reflecting construction period of 11 months. The full contract period remains 18 months.	
SCM 26 OF 12/13	RAPID PUBLIC TRANSPORT NETWORK	SIYAZI TRANSPORTATION SERVICES DEVELOPMENT (PTY)LTD	R 26 358 802.00	· The Project manager is satisfied with the service rendered by Siyazi.	Not Applicable
		MADAN AND SINGH AND ASSOCIATE		· The new panel of consultants had been appointed.	Not Applicable
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTERGRATED MANAGEMENT (PTY) LTD	R 56 643 190.00	· The contractor is approximately 1months behind when compared with the original program of works. On Area B and D it's approximately 4236 m of pipes laid. · The Contractor's contractual performance thus far remains satisfactory.	The project is on Schedule when compared to a revised programme of works.
SCM 32 OF 11/12	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A VEHICLE MONITORING, TRACKING AND VEHICLE MANAGEMENT SYSTEM	EWC VEHICLE COMMUNICATION	R13 212 354.64	· The deliverables and work performance of the service provider is satisfactory. No complaints received thus far.	On Schedule
SCM 65 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 16, EDENDALE	NATAL RICHARDSBAY HIRE CC T/A NRB CONSTRUCTION AND HIRE	R 35 497 453.38	<p>· At the site meeting held on 21 September 2016, the following issues were highlighted in order to fast track for lost time onsite:</p> <p>- A Contract Manager is to be appointed by the service provider- Mr. P. Naidoo who is a specialist in this field.</p>	Slow movement & behind schedule



CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>- Areas A &amp; E will be done by a subcontractor- Sizakala and NRB will continue with area B&amp;D.</li> <li>- New structure is to commence on the 03<sup>rd</sup> of October 2016 therefore an urgent meeting with the Council was scheduled for the 22<sup>nd</sup> of September to finalize the planning.</li> <li>- New proposed end date is 26 February 2017</li> <li>· Excavation and Chambers completed at Area B is at 9% to-date</li> <li>· Excavation and Chambers completed at Area D is at 24% to-date</li> </ul>	
SCM 68 OF 13/14	REHABILITATION / REPLACEMENT OF DEFECTIVE SEWER RETICULATION : PHASE 1	TTI / MARTIN AND EAST JV	R21 273 797.82	· The project is complete and currently waiting for a closeout report	Complete
SCM 61 OF 13/14	REALIGNMENT AND WIDENING OF THWALA ROAD	BR TSIMA AND MASIQHAME JV	R10 000 000	· Penalties are imposed due to poor performance towards completion / finalization of project.	Penalties imposed
SCM 32 OF 11/12	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A VEHICLE MONITORING, TRACKING AND VEHICLE MANAGEMENT SYSTEM	EWC VEHICLE COMMUNICATION	R13 212 354.64	· The application forms for firearm licenses were returned to the municipality by IHAWU Firearm Center to be submitted to the Police Station in charge which is Alexandra Police Station.	Behind schedule
SCM 37 of 14/15	LESTER BROWN AND THOMAS WATKINS UPGRADE	Fynn's Construction & Developers cc	R22 876 319.05	<ul style="list-style-type: none"> <li>· Site establishment- 100%</li> <li>· Site Clearance- 70%;</li> <li>· Service Relocations- 30%;</li> <li>· Bulk Earthworks- 65%;</li> <li>· Overall progress on site- 11%;</li> </ul>	Behind Programme

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>Contractor to submit a revised programme to encounter for delays;</li> <li><u>Issues raised at last meeting</u></li> <li>Contractor experiencing challenges with Cash flow due to non-payment from Msunduzi;</li> <li>Land acquisition for Ukulinga research farm along Thomas Watkins still in progress, cost implications expected from delay;</li> </ul>	
SCM 26 OF 12/13	RAPID PUBLIC TRANSPORT NETWORK	SIYAZI TRANSPORTATION SERVICES DEVELOPMENT (PTY) LTD	R 26 358 802.00	The Project manager is satisfied with the service rendered by Siyazi.	Not Applicable
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTERGRATED MANAGEMENT (PTY) LTD	R 50 605 985.10	The Contractor's contractual performance thus far remains satisfactory.	Expenditure is on 41% as at the 13 <sup>th</sup> of September 2016.
SCM 6 of 15/16	UPGRADE OF ROADS IN ASHBURTON	Kulu Civils	R 15 017 213.95	As at the 1 <sup>st</sup> of September 2016 there was no Progress on site and the contractor had abandon the site due to non-payment from the municipality, the project manager mentioned that SAP was the reason that the contract was not paid for two (2) months.	No progress on site
SCM 9 of 15/16	UPGRADE OF SELBI MSIMANG ROAD 5.5 TO 6.5	Martin and East	R 67 783 094010	<ul style="list-style-type: none"> <li>Site progress was held on site camp on the 13<sup>th</sup> September 2016.</li> <li>The performance of a contractor meets all the contractual requirements of the contract.</li> <li>Progress on site is as follows:</li> <li>Relocating of Neotel cables. 100%</li> <li>Electrical substation</li> </ul>	The project is on Schedule when compared to a revised programme of works.

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				80%	
				· Electrical duct. 100%	
				· Telkom 90%	
				· Dark fibre Africa 50%	
				· Water relocation 0%	
				· Storm water 80%	
				· G 10. 45%	
				· G 9. 15%	
				· Site Clearance 100%	
				· Earthworks 90%	
SCM77 OF 13/14	RELOCATION OF BULK WATER FEEDER MAINS	ESCOR CONSTRUCTION	R 12 091 673.17	· The works on site has been completed	Complete
				· We currently waiting for closeout report from the engineer.	
PU 04 OF 09/10	PROPOSAL CALL FOR CONSULTANT TO UNDERTAKE THE DESIGN & CONSTRUCTION OF A NEW 10 MEGALITER MASONS RESERVOIR AND THE PLANNING, DESIGN AND CONTRACT ADMINISTRATION OF THE AFFECTED BULK WATER PIPELINES EMANATING FROM THE MASONS RESERVOIR	BIGEN AFRICA SERVICES	R 1887750.50	· The performance of the consultant is satisfactory and meets all the contractual requirements	Not applicable
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	· The structure of the reservoir is complete,	Waiting for completion certificate from the Engineer
				· The construction of Access road has been completed	
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	· The contractor has vacated the site since there is no funds to pay for works completed	Projects has been suspended

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>There is a problem with the funding for this project the user department did not budget for the project in 2016/17 financial year. There are no funds to pay the contractor and the engineers.</li> </ul>	
SCM 13 of 15/16	UPGRADING OF MOSES MABHIDA ROAD FROM KM 6,5 TO KM 7,5	Kulu Civils'	R 92 000 000.00	<ul style="list-style-type: none"> <li>The contractor is on site and is currently busy with layer works</li> <li>The quality of work is satisfactory</li> </ul>	On schedule
SCM 23 of 13/14	UPGRADING OF STATION ROAD AND CONSTRUCTION OF NEW STATION ROAD BRIDGE	FYNNS CONSTRUCTION	R 18 500 000	<ul style="list-style-type: none"> <li>Contract is on site currently establishing the site</li> </ul>	On going
SCM 26 OF 12/13	RAPID PUBLIC TRANSPORT NETWORK	SIYAZI TRANSPORTATION SERVICES DEVELOPMENT (PTY) LTD	R 26 358 802.00	<ul style="list-style-type: none"> <li>The Project manager is satisfied with the service rendered by Siyazi.</li> </ul>	Not Applicable
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTERGRATED MANAGEMENT (PTY) LTD	R 50 605 985.10	<ul style="list-style-type: none"> <li>The Contractor's contractual performance thus far remains satisfactory.</li> </ul>	Not Applicable
SCM77 OF 13/14	RELOCATION OF BULK WATER FEEDER MAINS	ESCOR CONSTRUCTION	R 12 091 673.17	<ul style="list-style-type: none"> <li>The works on site has been completed</li> <li>We currently waiting for closeout report from the engineer.</li> </ul>	complete
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	<ul style="list-style-type: none"> <li>The structure of the reservoir is complete,</li> <li>The construction of Access road has been completed</li> </ul>	Waiting for completion certificate from the Engineer
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	<ul style="list-style-type: none"> <li>The contractor has vacated the site since there is no funds to pay for works completed</li> </ul>	Projects has been suspended

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				· There is a problem with the funding for this project the user department did not budget for the project in 2016/17 financial year. There are no funds to pay the contractor and the engineers.	
SCM 13 of 15/16	UPGRADING OF MOSES MABHIDA ROAD FROM KM 6,5 TO KM 7,5	KULU CIVIL'S	R 92 000 000.00	· The contractor is on site and is currently busy with layer works	Behind the schedule
				· The quality of work is satisfactory	
SCM 32 OF 11/12	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A VEHICLE MONITORING, TRACKING AND VEHICLE MANAGEMENT SYSTEM	EWC VEHICLE COMMUNICATION	R13 212 354.64	· According to the business, the deliverables and work performance of the service provider are satisfactory.	On Schedule
SCM 65 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 16, EDENDALE	NATAL RICHARDSBAY HIRE CC T/A NRB CONSTRUCTION AND HIRE	R 35 497 453.38	· An urgent plan / solution is needed in order for this project to move forward.	Slow movement & behind schedule
SCM 68 OF 13/14	REHABILITATION / REPLACEMENT OF DEFECTIVE SEWER RETICULATION : PHASE 1	TTI / MARTIN AND EAST JV	R21 273 797.82	· The project is complete and awaiting for a closeout report	Complete
SCM 61 OF 13/14	REALIGNMENT AND WIDENING OF THWALA ROAD	BR TSIMA AND MASIQHAME JV	R10 000 000	· Penalties are imposed due to poor performance towards completion / finalization of project.	Penalties imposed
SCM 37 OF 14/15	LESTER BROWN AND THOMAS WATKINS UPGRADE	FYNN'S CONSTRUCTION & DEVELOPERS CC	R22 876 319.05	· Site handover- 75%	On programme
				· Site Establishment 100% complete	
				· Road construction 13% complete	
				· Relocation of existing services 30% complete	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>· Lester Brown bulk earthworks 80% complete, removal topsoil 100%, site clearance 90%</li> <li>· Performance on site satisfactory thus far</li> </ul>	
SCM 99 OF 14/15	CONSTRUCTION AND COMMISSIONING OF A NEW EASTWOOD 132/11KV PRIMARY SUBSTATION INCLUDING ALL ASSOCIATED CIVIL WORKS	POWERTECH SYSTEM INTEGRATORS (PTY) LTD	R13 189 652.28	<ul style="list-style-type: none"> <li>· Site cleared of all vegetation and trees.</li> <li>· Construction site office established.</li> <li>· Substation yard platform ground leveled.</li> <li>· Concrete foundations for structures marked out on ground and excavation commenced.</li> <li>· Temporary Water and Electricity connections installed.</li> <li>· Perimeter concrete fencing in progress of being installed.</li> <li>· Perimeter fencing 95% complete. Gate area left out until roadway has been constructed.</li> <li>· Piling for Switch room Building and Transformer plinths complete.</li> <li>· Excavations for foundations progressing well.</li> <li>· Installation of Reinforcing has commenced.</li> <li>· Site establishment - 100%</li> <li>· Setting out - 80%</li> <li>· Civil excavations - 50%.</li> </ul>	The project is two months behind programme
SCM 26 OF 12/13	RAPID PUBLIC TRANSPORT NETWORK	SIYAZI TRANSPORTATION SERVICES DEVELOPMENT (PTY) LTD	R 26 358 802.00	The Project manager is satisfied with the service rendered by Siyazi.	Not applicable

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTERGRATED MANAGEMENT (PTY) LTD	R 50 605 985.10	The contractor is approximately 1months behind when compared to the overall original program of works due to existing services ,Pitted 160mm diameter sewer pipe ,political unrest and delays from the Engineers when verifying construction drawings. On Area L, H and I there is approximately 3143 m of pipes laid as at the 15 <sup>th</sup> November 2016.	On Schedule Expenditure is on 52.6% as at the 15 <sup>th</sup> November 2016.
				The Contractor's contractual performance thus far remains satisfactory.	
SCM 6 OF 15/16	UPRADE OF ROADS IN ASHBURTON	KULU CIVILS	R 15 017 213.95	As at the 29 <sup>th</sup> of November 2016 .the overall progress on site was 52%. However progress on site is behind by 6 weeks since the contractor had abandon the site due to non-payment from the municipality, the project manager mentioned that SAP was the reason that the contract was not paid for two (2) months. A revised programme of works was submitted to the engineer. Expenditure remains at 48% as at the 29 <sup>th</sup> Of November2016.	Five weeks behind
SCM 9 OF 15/16	UPGRADE OF SELBI MSIMANG ROAD 5.5 TO 6.5	MARTIN AND EAST	R 67 783 094010	Site progress was held on site camp on the 24 <sup>th</sup> of November 2016.	On schedule
				The performance of a contractor meets all the contractual requirements of the contract.	
				Progress on site is as follows:	
				Relocating of Neotel cables. 100%	
				Electrical substation 100%	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				Electrical duct. 100%	
				Telkom 90%	
				Dark fiber Africa 50%	
				Water relocation 60%	
				Storm water 100%	
				G 10. 80%	
				G 9. 80%	
				G 7 80%	
				Site Clearance 100%	
				Earthworks 90%	
				Retaining wall 45%	
SCM77 OF 13/14	RELOCATION OF BULK WATER FEEDER MAINS	ESCOR CONSTRUCTION	R 12 091 673.17	<ul style="list-style-type: none"> <li>The works on site has been completed</li> <li>We currently waiting for closeout report from the engineer.</li> </ul>	Complete
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	<ul style="list-style-type: none"> <li>The structure of the reservoir is complete,</li> <li>The construction of Access road has been completed</li> </ul>	Waiting for completion certificate from the Engineer
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	<ul style="list-style-type: none"> <li>The contractor has vacated the site since there is no funds to pay for works completed</li> <li>The contractor is threatening to take legal action against the Municipality</li> </ul>	Projects has been suspended
SCM 13 OF 15/16	UPGRADING OF MOSES MABHIDA ROAD FROM KM 6,5 TO KM 7,5	KULU CIVIL'S	R 92 000 000.00	<ul style="list-style-type: none"> <li>Contractor is 6 weeks behind the schedule</li> <li>Site establishment is not 100% complete although we are now eight months into the project</li> <li>The contractor is on site and is currently busy with layer works</li> </ul>	Behind the schedule
SCM 23 OF 13/14	UPGRADING OF STATION ROAD	FYNNS CONSTRUCTION	R 13 869 067.19	site establishment has been effected on the site	On schedule



CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
	AND CONSTRUCTION OF NEW STATION ROAD BRIDGE			· The off-site fabrication of a temporary pedestrian bridge has been completed.	
SCM 32 OF 11/12	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A VEHICLE MONITORING, TRACKING AND VEHICLE MANAGEMENT SYSTEM	EWC VEHICLE COMMUNICATION	R13 212 354.64	· The deliverables and work performance of the service provider is satisfactory. No complaints received thus far	On schedule
SCM 65 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 16, EDENDALE	NATAL RICHARDSBAY HIRE CC T/A NRB CONSTRUCTION AND HIRE	R 35 497 453.38	<ul style="list-style-type: none"> <li>· At the site meeting held on 21 September 2016, the following issue were highlighted in order to fast track the lost time onsite: <ul style="list-style-type: none"> <li>- A Contract Manager is to be appointed by the service provider- Mr. P. Naidoo who is a specialist in this field.</li> <li>- Areas A &amp; E will be done by a subcontractor- Sizakala and NRB will continue with area B&amp;D.</li> <li>- New structure is to commence on the 03<sup>rd</sup> of October 2016 therefore an urgent meeting with the Council was scheduled for the 22<sup>nd</sup> of September to finalize the planning.</li> <li>- New proposed end date is 26 February 2017</li> <li>· Excavation and Chambers completed at Area B is at 9% to-date</li> <li>· Excavation and Chambers completed at Area D is at 24% to-date</li> </ul> </li> </ul>	Slow movement & behind schedule
SCM 68 OF 13/14	REHABILITATION / REPLACEMENT OF DEFECTIVE SEWER	TTI / MARTIN AND EAST JV	R21 273 797.82	· The project is complete and awaiting for a closeout report	Complete

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
	RETICULATION : PHASE 1				
SCM 61 OF 13/14	REALIGNMENT AND WIDENING OF THWALA ROAD	BR TSIMA AND MASIQHAME JV	R10 000 000	· Penalties are imposed due to poor performance towards completion / finalization of project.	Penalties imposed
				· Project to be terminated due company negligence to complete the Snag list.	
4/S32 OF 14/15	PARTICIPATION IN THE CONTRACT FOR THE SAP PROFESSIONAL SUPPORT SERVICES	EOH MTHOMBO (PTY) LTD	R 90 000 000.00	· EOH was appointed through SCM regulation 32 (a contract secured from City of Johannesburg to implement the Financial Management System).	Not applicable
				· The project was awarded to EOH at a total cost of R90 000 000 exclusive of VAT over a period of 36 months and to date R45 476 081 have been paid, which represent 50% of the project total cost. All payments to the service provider are based on milestones achieved as per agreed billing schedule. Another invoice to the value of R14 875 093.01 has been received from the service provider and is in the process of being paid.	
				· Phase 1A of the project is now live and all municipal employees are now transacting on SAP ERP system with effect from 4 July 2016. The following SAP ERP modules are fully operational:	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>Materials Management (SCM) Assets Accounting Project System (PS) Financial intend to ensure that there are all resolved by the end of November 2016. Accounting (FI/CO) Funds Management (FM). A number of challenges were experienced when Phase 1A went live and these challenges are being addressed by the EOH team in conjunction with Msunduzi municipality project team. These challenges have been reduced to manageable number by the team and the team is now working on the next phase of the project which is phase 1B and this phase consist of the following modules: Revenue and Billing (ISU)Real Estate Sundry Revenue (SD)Human Capital Management (HCM)Timelines for the above modules have been finalized by the project team and are being monitored closely on a daily, weekly and monthly basis</li> </ul>	
SCM 26 OF 12/13	RAPID PUBLIC TRANSPORT NETWORK	SIYAZI TRANSPORTATION SERVICES DEVELOPMENT (PTY) LTD	R 26 358 802.00	<ul style="list-style-type: none"> <li>The Project manager is satisfied with the service rendered by Siyazi.</li> </ul>	Not Applicable

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTERGRATED MANAGEMENT (PTY) LTD	R 50 605 985.10	<ul style="list-style-type: none"> <li>The contractor is approximately 1months behind when compared to the overall original program of works due to existing services ,Pitted 160mm diameter sewer pipe ,political unrest and delays from the Engineers when verifying construction drawings. On Area L, H and I there is approximately 3770.84m of pipes laid as at the 21<sup>st</sup> of December 2016.</li> </ul>	<ul style="list-style-type: none"> <li>The project is on Schedule when compared to a revised programme of works.</li> </ul>
				<ul style="list-style-type: none"> <li>The Contractor's contractual performance thus far remains satisfactory.</li> </ul>	<ul style="list-style-type: none"> <li>Expenditure is on 52.8% as at the 21<sup>st</sup> December 2016.</li> </ul>
SCM 6 OF 15/16	UPRADE OF ROADS IN ASHBURTON	KULU CIVILS	R 15 017 213.95	<ul style="list-style-type: none"> <li>As at the 29<sup>th</sup> of November 2016 .the overall progress on site was 52%. Due to the December Shut down no meetings were scheduled after the 29<sup>th</sup> of November 2016.</li> </ul>	Five weeks behind
				<ul style="list-style-type: none"> <li>However progress on site is behind by 6 weeks since the contractor had abandon the site due to non-payment from the municipality, the project manager mentioned that SAP was the reason that the contract was not paid for two (2) months. A revised programme of works was submitted to the engineer. Expenditure remains at 48% as at the 29<sup>th</sup> Of November2016.</li> </ul>	
SCM 9 OF 15/16	UPGRADE OF SELBI MSIMANG ROAD 5.5 TO 6.5	MARTIN AND EAST	R 67 783 094010	<ul style="list-style-type: none"> <li>Site progress was held on site camp on the 24<sup>th</sup> of November 2016. Due to the December contractors shut down no further progress meetings</li> </ul>	<ul style="list-style-type: none"> <li>The project is on Schedule when compared to a revised</li> </ul>

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				were held.	programme of works.
SCM 32 OF 15/16	UPGRADING OF DISTRICT ROAD D2069 IN VULINDLELA	KULU CIVILS	R 12 467 629.10	The project is currently on the 3 <sup>rd</sup> month of construction and is expected to be completed by the 10 <sup>th</sup> of April 2017. As the 13th of December There was no progress on site due to lack of communication and commitment from the contractor in terms of establishing Key personnel is not being fulfilled despite many pleas from the project manager and engineer. However the contractor promised to bring a site agent at the beginning of January 2017.	
SCM77 OF 13/14	RELOCATION OF BULK WATER FEEDER MAINS	ESCOR CONSTRUCTION	R 12 091 673.17	· The works on site has been completed	complete
				· We currently waiting for closeout report from the engineer.	
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	· The contraction of the reservoir has been completed and the reservoir has been tested	Waiting for completion certificate from the Engineer
				· The construction of Access road has been completed	
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	· The contractor has vacated the site since there is no funds to pay for works completed	Projects has been suspended
				· The contractor is threatening to take legal action against the Municipality	
SCM 13 of 15/16	UPGRADING OF MOSES MABHIDA ROAD FROM KM 6,5 TO KM 7,5	KULU CIVIL'S	R 92 000 000.00	· Contractor was 6 weeks behind the schedule	Behind the schedule
				· The contractor cancelled the progress meeting for December	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 23 of 13/14	UPGRADING OF STATION ROAD AND CONSTRUCTION OF NEW STATION ROAD BRIDGE	FYNNS CONSTRUCTION	R 13 869 067.19	· No work was done on site due to December holidays shutdown	On schedule
SCM 32 OF 11/12	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A VEHICLE MONITORING, TRACKING AND VEHICLE MANAGEMENT SYSTEM	EWC VEHICLE COMMUNICATION	R13 212 354.64	· The deliverables and work performance of the service provider is satisfactory. No complaints received thus far · The company shut down for Festive holidays therefore there was no work done or meetings to attend to.	On Schedule
SCM 65 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 16, EDENDALE	NATAL RICHARDSBAY HIRE CC T/A NRB CONSTRUCTION AND HIRE	R 35 497 453.38	· The company shut down for holidays therefore there was no progress on site.	Slow movement & behind schedule
SCM 68 OF 13/14	REHABILITATION / REPLACEMENT OF DEFECTIVE SEWER RETICULATION : PHASE 1	TTI / MARTIN AND EAST JV	R21 273 797.82	· The project is complete and awaiting for a closeout report	Complete
SCM 61 OF 13/14	REALIGNMENT AND WIDENING OF THWALA ROAD	BR TSIMA AND MASIQHAME JV	R10 000 000	· Penalties are imposed due to poor performance towards completion / finalization of project. · Project to be terminated due company negligence to complete the Snag list. · Termination letter dated 21 December 2016 was drafted and submitted to the company.	Penalties imposed
SCM 37 OF 14/15	LESTER BROWN AND THOMAS WATKINS UPGRADE	FYNN'S CONSTRUCTION & DEVELOPERS CC	R20 193 148.06	· Company Shutdown for festive season no significant progress since last report	2 weeks behind
SCM 99 of 14/15	EASTWOOD PRIMARY SUBSTATION	POWERTECH SYSTEMS INTERGRATORS	R23 791 585.00	· Company Shutdown for festive season no significant progress since last report	Not Applicable

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 26 OF 12/13	RAPID PUBLIC TRANSPORT NETWORK	SIYAZI TRANSPORTATION SERVICES DEVELOPMENT (PTY) LTD	R 26 358 802.00	· The Project manager is satisfied with the service rendered by Siyazi.	Not Applicable
		MADAN AND SINGH AND ASSOCIATE		· The new panel of consultants had been appointed.	Not Applicable
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTERGRATED MANAGEMENT (PTY) LTD	R 50 605 985.10	· The contractor is approximately 1months behind when compared to the overall original program of works due to existing services ,Pitted 160mm diameter sewer pipe ,political unrest and delays from the Engineers when verifying construction drawings. On Area L, H and I there is approximately 3770.84m of pipes laid as at the 21 <sup>st</sup> of December 2016.	· The project is on Schedule when compared to a revised programme of works.
				· The Contractor's contractual performance thus far remains satisfactory.	· Expenditure is on 52.8% as at the 21 <sup>st</sup> December 2016.
SCM 6 OF 15/16	UPRADE OF ROADS IN ASHBURTON	KULU CIVILS	R 15 017 213.95	· As at the 17 <sup>th</sup> of January 2017 .the overall progress on site was 56%. Due to the December Shut down progress on site is slow and the fact that	8 weeks behind
				· However progress on site is behind by 8 weeks since the contractor had abandon the site due to non-payment from the municipality, the project manager mentioned that SAP was the reason that the contract was not paid for two (2) months. Expenditure remains at 58%.	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 9 OF 15/16	UPGRADE OF SELBI MSIMANG ROAD 5.5 TO 6.5	MARTIN AND EAST	R 67 783 094010	· Site progress inspection was held on site camp on the 12 <sup>th</sup> of January 2017.	· The project is on Schedule when compared to a revised programme of works.
				· The performance of a contractor meets all the contractual requirements of the contract for phase one of the project.	
				· Progress on site is as follows:	
				· Relocating of Neotel cables. 100%	
				· Electrical substation 100%	
				· Electrical duct. 100%	
				· Telkom 100%	
				· Dark fibre Africa 100%	
				· Water relocation 60%	
				· Storm water 100%	
				· G 10. 80%	
				· G 9. 80%	
				· G 7 80%	
				· Site Clearance 100%	
				· Earthworks 90%	
				· Retaining wall 100%	
SCM 32 OF 15/16	UPGRADING OF DISTRICT ROAD D2069 IN VULINDLELA	KULU CIVILS	R 12 467 629.10	The project is currently on the 3 <sup>rd</sup> month of construction and is expected to be completed by the 10 <sup>th</sup> of April 2017. As the 31 <sup>st</sup> January 2017. There was slow progress on site due to cash flow and labour issues	· Three months behind.
SCM77 OF 13/14	RELOCATION OF BULK WATER FEEDER MAINS	ESCOR CONSTRUCTION	R 12 091 673.17	· The works on site has been completed	Complete
				· We currently waiting for closeout report from the engineer.	
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	· The contraction of the reservoir has been completed and the reservoir has been tested	Waiting for completion certificate from the



CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				· The construction of Access road has been completed	Engineer
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	· The business unit has asked for SCM unit to prepare a letter to suspend penalties in order for payment to be made to contractor and the consultants	Projects has been suspended
				· The contractor is threatening to take legal action against the Municipality	
SCM 13 of 15/16	UPGRADING OF MOSES MABHIDA ROAD FROM KM 6,5 TO KM 7,5	KULU CIVIL'S	R 92 000 000.00	· Contractor is now over 13 weeks behind the schedule	Behind the schedule
				· Only about 8% work has been completed bearing in mind that the project completion date is end of August 2017	
				· Currently there is no stuff and plant on site due to the contractor not paying the workers and plant that was hired	
				· A letter of intention to cancel the contract has been sent to the contract and there has been no response from the contractor.	
SCM 11 of 15/16	UPGRADE OF GRAVEL ROAD TO SURFACE IN VULINDLELA WARD 4 KHAYELIHLE ROAD	KULU CIVILS	R 8 026 630.00	· . contractor has finished all the layer works	Behind the schedule
				· Currently preparing the surface of asphaltting	
SCM 23 of 13/14	UPGRADING OF STATION ROAD AND CONSTRUCTION OF NEW STATION ROAD BRIDGE	FYNNS CONSTRUCTION	R 13 869 067.19	· The contractor is behind the schedule due to delays from Telkom and Eskom not moving their services on site	On schedule

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 32 OF 11/12	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A VEHICLE MONITORING, TRACKING AND VEHICLE MANAGEMENT SYSTEM	EWV VEHICLE COMMUNICATION	R13 212 354.64	· The company commenced its duties in January and the work is underway and no problems.	On Schedule
SCM 65 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 16, EDENDALE	NATAL RICHARDSBAY HIRE CC T/A NRB CONSTRUCTION AND HIRE	R 35 497 453.38	· Works commenced and a monthly site meeting was scheduled for Wednesday, to discuss progress onsite.	Slow movement & behind schedule
SCM 68 OF 13/14	REHABILITATION / REPLACEMENT OF DEFECTIVE SEWER RETICULATION : PHASE 1	TTI / MARTIN AND EAST JV	R21 273 797.82	· The project is complete and awaiting for a closeout report	Complete
SCM 61 OF 13/14	REALIGNMENT AND WIDENING OF THWALA ROAD	BR TSIMA AND MASIQHAME JV	R10 000 000	· Penalties are imposed due to poor performance towards completion / finalization of project.	Penalties imposed
				· Project to be terminated due company negligence to complete the Snag list.	
				· Termination letter dated 21 December 2016 was drafted and submitted to the company.	
				· No response received from BR Tsimah and Masiqhame JV yet	
SCM 37 OF 14/15	LESTER BROWN AND THOMAS WATKINS UPGRADE	FYNN'S CONSTRUCTION & DEVELOPERS CC	R20 193 148.06	· Overall progress- 41%	3 weeks behind
				· Land acquisition portion handed over to the contractor	
				· Service relocations- 90%	
				· Bulk earthworks- 100%	
				· Drainage-80%	
				· Layerworks-18%	
				· G7 layer works in progress- 75%	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>Thomas Watkins SW in progress- 80%</li> </ul>	
SCM 99 of 14/15	EASTWOOD PRIMARY SUBSTATION	POWERTECH SYSTEMS INTERGRATORS	R23 791 585.00	<ul style="list-style-type: none"> <li>Items recorded for completion prior to shutdown period were completed</li> </ul>	On programme
				<ul style="list-style-type: none"> <li>Currently proceeding with the internal wet works which will be completed by week beginning 1 February, installation of trench support steelwork to commence week beginning 1 February</li> </ul>	
				<ul style="list-style-type: none"> <li>Currently proceeding with the installation of the sewer and storm water pipe runs.</li> </ul>	
				<ul style="list-style-type: none"> <li>Waterproofing of roof slabs is programmed shortly</li> </ul>	
SCM 99 OF 14/15	EASTWOOD PRIMARY SUBSTATION	POWERTECH SYSTEMS INTERGRATORS	R13 189 652.28	<ul style="list-style-type: none"> <li>Sleeves have been installed and roadway layer works have commenced and they expect completion of the roadway by middle of March.</li> </ul>	On schedule.
				<ul style="list-style-type: none"> <li>Contractor to submit a revised programme due to the revisions in submitted drawings</li> </ul>	
				<ul style="list-style-type: none"> <li>Internal wet works have been completed and plumbing works have commenced together with painting and transformer bund walls</li> </ul>	
SCM 37 OF 14/15	UPGRADE OF LESER BROWN AND THOMAS WATKINS ROADS IN MKONDENI, PIETERMARITZBURG	FYNN'S CONSTRUCTION & DEVELOPERS CC	R20 193 148.06	<ul style="list-style-type: none"> <li>Project manager is satisfied with the works performed by contractor</li> </ul>	3 weeks behind current approved programme
				<ul style="list-style-type: none"> <li>Overall Progress- 41%</li> </ul>	
				<ul style="list-style-type: none"> <li>Lester Brown</li> </ul>	
				<ul style="list-style-type: none"> <li>Clearance- 100%</li> </ul>	
				<ul style="list-style-type: none"> <li>Bulkearthworks- 100%</li> </ul>	
				<ul style="list-style-type: none"> <li>Drainage-88%</li> </ul>	
				<ul style="list-style-type: none"> <li>Layerworks-9%</li> </ul>	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>· Thomas Watkins</li> <li>· Access-100%</li> <li>· Clearance-100%</li> <li>· Bulk earthworks-100%</li> <li>· Drainage- 40%</li> <li>· Layerworks-8%</li> <li>· Contractor submitted revised programme taking into account changes to the water reticulation and progress to date</li> <li>· Contractor brought on soil stabilizer/ road recycler machine to speed up layer works.</li> </ul>	
SCM 32 OF 11/12	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A VEHICLE MONITORING, TRACKING AND VEHICLE MANAGEMENT SYSTEM	EWC VEHICLE COMMUNICATION	R13 212 354.64	· The company commenced its duties in January and the work is underway and no problems.	On Schedule
SCM 65 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 16, EDENDALE	NATAL RICHARDSBAY HIRE CC T/A NRB CONSTRUCTION AND HIRE	R 35 497 453.38	· There is a slow progress on this site which one cannot measure due to problems that are faced by this project.	Slow movement & behind schedule
SCM 68 OF 13/14	REHABILITATION / REPLACEMENT OF DEFECTIVE SEWER RETICULATION : PHASE 1	TTI / MARTIN AND EAST JV	R21 273 797.82	· The project is complete and awaiting for a closeout report	Complete
SCM 61 OF 13/14	REALIGNMENT AND WIDENING OF THWALA ROAD	BR TSIMA AND MASIQHAME JV	R10 000 000	<ul style="list-style-type: none"> <li>· Termination letter dated 21 December 2016 was drafted and submitted to the company.</li> <li>· No response received from BR Tsimas and Masiqhame JV</li> </ul>	Penalties imposed

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 26 OF 12/13	RAPID PUBLIC TRANSPORT NETWORK	SIYAZI TRANSPORTATION SERVICES DEVELOPMENT (PTY) LTD	R 26 358 802.00	<ul style="list-style-type: none"> <li>The new panel of consultants had been appointed.</li> </ul>	Not Applicable
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTERGRATED MANAGEMENT (PTY) LTD	R 50 605 985.10	<ul style="list-style-type: none"> <li>The contractor is approximately 1months behind when compared to the overall original program of works due to existing services ,Pitted 160mm diameter sewer pipe ,political unrest and delays on existing services . On Area I,J and K there is approximately 4237084m of pipes laid and tested as at the 14<sup>th</sup> of February 2017</li> </ul>	The project is on Schedule when compared to a revised programme of works.
				<ul style="list-style-type: none"> <li>The Contractor's contractual performance thus far remains satisfactory.</li> </ul>	Expenditure is on 52.6% as at the 14 <sup>th</sup> February 2017
SCM 6 of 15/16	Upgrade of roads in Ashburton	Kulu Civils	R 15 017 213.95	<ul style="list-style-type: none"> <li>As at the 14<sup>th</sup> of February 2017 .the overall progress on site was 56%.</li> </ul>	8 weeks behind
				<ul style="list-style-type: none"> <li>There is no progress on site since the last meeting we had on the 17<sup>th</sup> of January 2017</li> </ul>	
				<ul style="list-style-type: none"> <li>The progress on site is behind by 12 weeks since the contractor had abandon the site due to non-payment from the municipality, the project manager mentioned that the Contractor was paid more than 2 million in December and that nonpayment is not the reason why the contractor is not performing on site. The project is closely monitored by the Project manager and the engineer since the contract is under performing. The contractor is also falling</li> </ul>	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				the pay his employees and sub-contractor, which resulted to work stoppage. Expenditure remains at 58%.	
SCM 9 of 15/16	Upgrade of Selbi Msimang Road 5.5 to 6.5	Martin and East	R 85 000000.00	· Site progress meeting was held on site camp on the 03rd of February 2017.	The project is on Schedule when compared to a revised programme of works.
				· The performance of a contractor meets all the contractual requirements of the contract for phase one of the project.	
				· Phase 1 (Mixed Traffic LHS) – 87% complete	
				· Phase 2 (BRT) – 47% Complete	
				· Phase 3 (Mixed Traffic RHS) – 1% complete	
				· Overall percentage complete is 43%	
				· Progress on site is as follows:	
				· Relocating of Neotel cables. 100%	
				· Electrical substation 100%	
				· Electrical duct. 100%	
				· Telkom 100%	
				· Dark fibre Africa 100%	
				· Water relocation 60%	
				· Storm water 100%	
				· G 10. 100%	
				· G 9. 100%	
				· G 7 100%	
				· Site Clearance 100%	
				· Earthworks 100%	
				· Retaining wall 100%	
SCM 32 of 15/16	Upgrading of District Road D2069 in Vulindlela	Kulu Civils	R 12 467 629.10	· The project is currently on the 4th month of construction and is expected to be completed by the 10th of April 2017. As the 23 February 2017. Progress	Four months behind Programme.

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<p>on site is very slow due to cash flow and labour issues.</p> <p>· The contractor is not serious about this project he always makes empty promise and he made mention that other projects that he was awarded by the municipality are the reason why he is delaying the works on site, due to non-payment from the municipality.</p> <p>· The community is experiencing difficulties when accessing their houses due to excavations done by the contractor. The project is now being closely monitored due to non-performance by the contractor.</p>	
SCM77 OF 13/14	RELOCATION OF BULK WATER FEEDER MAINS	ESCOR CONSTRUCTION	R 12 091 673.17	<p>· The works on site has been completed</p> <p>· We currently waiting for closeout report from the engineer.</p>	Complete
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	<p>· The contraction of the reservoir has been completed and the reservoir has been tested</p> <p>· The construction of Access road has been completed</p>	Waiting for completion certificate from the Engineer
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	<p>· The penalties on the project have been waived</p> <p>· The Business unit is preparing payment to the contractor and the consultants.</p>	Projects has been suspended
SCM 13 of 15/16	UPGRADING OF MOSES MABHIDA ROAD	KULU CIVIL'S	R 92 000 000.00	<p>· The contractor is back on site but is still behind the schedule</p>	Behind the schedule

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
	FROM KM 6,5 TO KM 7,5			· Contractor has engaged the services of a subcontractor in order to accelerate progress on site	
SCM 23 of 13/14	UPGRADING OF STATION ROAD AND CONSTRUCTION OF NEW STATION ROAD BRIDGE	FYNNS CONSTRUCTION	R 13 869 067.19	<ul style="list-style-type: none"> <li>· The contractor is behind the schedule due to delays from Telkom and Eskom not moving their services on site</li> <li>· A variation is scheduled to be tabled in BAC for approval of R 1 000 000 needed to remove services for ESKOM</li> </ul>	On schedule
SCM 26 OF 12/13	RAPID PUBLIC TRANSPORT NETWORK	SIYAZI TRANSPORTATION SERVICES DEVELOPMENT (PTY) LTD	R 26 358 802.00	· The Project manager is satisfied with the service rendered by Siyazi.	Not Applicable
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTERGRATED MANAGEMENT (PTY) LTD	R 50 605 985.10	· The Contractor's contractual performance thus far remains satisfactory.	Expenditure is on 52.6% as at the 14th March 2017
SCM 6 OF 15/16	UPRADE OF ROADS IN ASHBURTON	KULU CIVILS	R 15 017 213.95	<ul style="list-style-type: none"> <li>· As at the 22nd of March 2017 .the overall progress on site was 56%.</li> <li>· The progress is slow since the contract between Gestion Engineers and council has expired.</li> <li>· The progress on site is behind by 14 weeks since the contractor had abandon the site due to non-payment from the municipality, the project manager mentioned that the Contractor was paid more than 2 million in December and that nonpayment is not the reason why the contractor is not performing on site. Other delays are coursed by laborers and subcontractors due to</li> </ul>	10weeks behind



CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				nonpayment by the main contractor. The project is closely monitored by the Project manager from the roads department and the SCM Monitoring officer since the e engineer is off site. Expenditure remains at 58%.	
SCM 9 OF 15/16	UPGRADE OF SELBI MSIMANG ROAD 5.5 TO 6.5	MARTIN AND EAST	R 85 000000.00	· Site progress meeting was held on site camp on the 15th of March 2017.	The project is on Schedule when compared to a revised programme of works.
				· The performance of a contractor meets all the contractual requirements of the contract for phase one of the project.	
				· Phase 1 (Mixed Traffic LHS) – 92% complete	
				· Phase 2 (BRT) – 60% Complete	
				· Phase 3 (Mixed Traffic RHS) – 36% complete	
				· Overall percentage complete is 62%	
				· Progress on site is as follows:	
				· Relocating of Neotel cables. 100%	
				· Electrical substation 100%	
				· Electrical duct. 100%	
				· Telkom 100%	
				· Dark fibre Africa 100%	
				· Water relocation 60%	
				· Storm water 100%	
				· G 10. 100%	
				· G 9. 100%	
				· G 7 100%	
				· Site Clearance 100%	
				· Earthworks 100%	
				· Retaining wall 100%	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 32 OF 15/16	UPGRADING OF DISTRICT ROAD D2069 IN VULINDLELA	KULU CIVILS	R 12 467 629.10	<p>· There is minimal progress on site for the month of March. However the residence Engineer confirmed that there is 99% of SW pipes that have been completed and the contractor has committed to complete all works and accelerate the programme to expedite progress. The contractor is working in the 5th month of the 6th month contract. It had been noted that the contractor is 4.5 months behind schedule with a progress of 7%.The Ward 2 Sweetwater's community has issued a letter to the Contractor with regards to their concerns of slow progress on site, together with to road not being accessible to them. The Engineer has issued a letter of nonconformance to the contractor</p> <p>· The Msunduzi Municipality Mayor also visited the site and required in writing and showing how the works will be accelerated.</p> <p>· The project is now being closely monitored due to non-performance by the contractor.</p>	Five months behind Progress.
SCM 32 OF 11/12	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A VEHICLE MONITORING, TRACKING AND VEHICLE MANAGEMENT SYSTEM	EWC VEHICLE COMMUNICATION	R13 212 354.64	<p>· The company commenced its duties in January and the work is underway and no problems.</p>	On Schedule

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 65 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 16, EDENDALE	NATAL RICHARDSBAY HIRE CC T/A NRB CONSTRUCTION AND HIRE	R 35 497 453.38	<ul style="list-style-type: none"> <li>There is a slow progress on this site which one cannot measure due to problems that are faced by this project.</li> </ul>	Slow movement & behind schedule
SCM 68 OF 13/14	REHABILITATION / REPLACEMENT OF DEFECTIVE SEWER RETICULATION : PHASE 1	TTI / MARTIN AND EAST JV	R21 273 797.82	<ul style="list-style-type: none"> <li>The project is complete and awaiting for a closeout report</li> </ul>	Complete
SCM 61 OF 13/14	REALIGNMENT AND WIDENING OF THWALA ROAD	BR TSIMA AND MASIQHAME JV	R10 000 000	<ul style="list-style-type: none"> <li>Termination letter dated 21 December 2016 was drafted and submitted to the company.</li> </ul>	Penalties imposed
				<ul style="list-style-type: none"> <li>No response received from BR Tsimas and Masiqhame JV</li> </ul>	
SCM77 OF 13/14	RELOCATION OF BULK WATER FEEDER MAINS	ESCOR CONSTRUCTION	R 12 091 673.17	<ul style="list-style-type: none"> <li>The works on site has been completed</li> </ul>	Complete
				<ul style="list-style-type: none"> <li>We currently waiting for closeout report from the engineer.</li> </ul>	
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	<ul style="list-style-type: none"> <li>The construction of the reservoir has been completed and the reservoir has been tested</li> </ul>	Waiting for completion certificate from the Engineer
				<ul style="list-style-type: none"> <li>The construction of Access road has been completed</li> </ul>	
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	<ul style="list-style-type: none"> <li>The penalties on the project have been waived</li> </ul>	Projects has been suspended
				<ul style="list-style-type: none"> <li>The Business unit is preparing payment due to the contractor and the consultants.</li> </ul>	
SCM 13 OF 15/16	UPGRADING OF MOSES MABHIDA ROAD FROM KM 6,5 TO KM 7,5	KULU CIVIL'S	R 92 000 000.00	<ul style="list-style-type: none"> <li>The contractor is back on site but is still behind the schedule</li> </ul>	Behind the schedule
				<ul style="list-style-type: none"> <li>the progress is very slow</li> </ul>	
				<ul style="list-style-type: none"> <li>Contractor has engaged the services of a subcontractor in order to accelerate progress on site</li> </ul>	

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 11 OF 15/16	UPGRADE OF GRAVEL ROAD TO SURFACE IN VULINDLELA WARD 4 KHAYELIHLE ROAD	KULU CIVILS	R 8 026 630.00	<ul style="list-style-type: none"> <li>· progress on site is very low and there is a low commitment by the contractor to complete the project</li> </ul>	Behind the schedule
SCM 23 OF 13/14	UPGRADING OF STATION ROAD AND CONSTRUCTION OF NEW STATION ROAD BRIDGE	FYNNS CONSTRUCTION	R 13 869 067.19	<ul style="list-style-type: none"> <li>· The contractor is behind the schedule due to delays from Telkom and Eskom not moving their services on site</li> <li>· Progress is behind the schedule</li> </ul>	Behind the schedule
SCM 37 OF 14/15	LESTER BROWN AND THOMAS WATKINS UPGRADE	FYNN'S CONSTRUCTION & DEVELOPERS CC	R20 215 268.74	<ul style="list-style-type: none"> <li>· Overall progress- 48%</li> <li>· G7 layer works in progress-80%</li> <li>· Storm water progress- 95%</li> <li>· Stabilized lower sub base- 0%</li> <li>· Subsoil Drainage-0%</li> <li>· Contractor submitted notification to suspend works due to non-payment of payment certificates</li> <li>· Contractor unable to carry on with works due to cash flow restraints</li> <li>· Delays to the project expected due to finance</li> </ul>	2 weeks behind
SCM 96 OF 14/15	NORTHDAL SUBSTATION 132KV AND 11KV UPGRADE	IMBAWULA TECHNICAL SERVICES	R 3 928 268.71	<ul style="list-style-type: none"> <li>· Progress Transformer T1 98%.</li> <li>· Progress Transformer T2 15%</li> <li>· Total 87%</li> <li>· Waiting for the construction and completion of Plinths for CT's on Transformer Bay 2 once Transformer 1 has been commissioned.</li> <li>· Cable tray from Control room to Switch room has been installed 100%.</li> <li>· Auxiliary cable termination has been done.</li> </ul>	On programme

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>Transformer 2 control cable installation preparation in progress.</li> <li>Additional DC board installation and DC cable terminations in progress.</li> </ul>	
SCM 99 OF 14/15	EASTWOOD PRIMARY SUBSTATION	POWERTECH SYSTEMS INTERGRATORS	R23 791 585.00	<ul style="list-style-type: none"> <li>Internal painting is continuing and the transformer bund walling is nearing completion</li> <li>Balance of works relating to transformer bunds and the trenches will be completed by end of March</li> <li>Macwin to leave site for two weeks as allowed for in the contract BOQ</li> <li>To continue with the cable trenches and roadways because leaving site for two weeks will impact progress severely.</li> </ul>	On programme
SCM 26 OF 12/13	RAPID PUBLIC TRANSPORT NETWORK	SIYAZI TRANSPORTATION SERVICES DEVELOPMENT (PTY) LTD	R 26 358 802.00	<ul style="list-style-type: none"> <li>The Project manager is satisfied with the service rendered by Siyazi.</li> </ul>	Not Applicable
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTEGRATED MANAGEMENT (PTY) LTD	R 50 605 985.10	<ul style="list-style-type: none"> <li>The Contractor's contractual performance thus far remains satisfactory.</li> </ul>	<ul style="list-style-type: none"> <li>Expenditure is on 52.6% as at the 11 April 2017</li> </ul>
SCM 6 of 15/16	Upgrade of roads in Ashburton	Kulu Civils	R 15 017 213.95	<ul style="list-style-type: none"> <li>As at the 22<sup>nd</sup> of April 2017 .the overall progress on site was 58%.</li> <li>The progress is slow since the contract between Gestion Engineers and council has expired.</li> <li>Since the contract with the consultant had expired technical meetings have been at halt.</li> </ul>	10weeks behind

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>The progress on site is behind by 14 weeks since the contractor had abandon the site due to non-payment from the municipality, the project manager mentioned that the Contractor was paid more than 2 million in December and that nonpayment is not the reason why the contractor is not performing on site. Other delays are coursed by laborers and subcontractors due to nonpayment by the main contractor. The project is closely monitored by the Project manager from the roads department and the SCM Monitoring officer since the e engineer is off site. Expenditure remains at 58%.</li> </ul>	
SCM 9 of 15/16	Upgrade of Selbi Msimang Road 5.5 to 6.5	Martin and East	R 85 000000.00	<ul style="list-style-type: none"> <li>Site progress meeting was held on site camp on the 15<sup>th</sup> of March2017.</li> <li>The performance of a contractor meets all the contractual requirements of the contract for phase one of the project.</li> <li>Phase 1 (Mixed Traffic LHS) – 87% complete</li> <li>Phase 2 (BRT) – 67% Complete</li> <li>Phase 3 (Mixed Traffic RHS) – 36% complete</li> <li>Overall percentage complete is 62%</li> <li>Progress on site is as follows:</li> <li>Relocating of Neotel cables. 100%</li> <li>Electrical substation 100%</li> <li>Electrical duct. 100%</li> </ul>	<ul style="list-style-type: none"> <li>The project is on Schedule when compared to a revised programme of works.</li> </ul>

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>· Telkom 100%</li> <li>· Dark fibre Africa 100%</li> <li>· Water relocation 60%</li> <li>· Storm water 100%</li> <li>· G 10. 100%</li> <li>· G 9. 100%</li> <li>· G 7 100%</li> <li>· Site Clearance 100%</li> <li>· Earthworks 100%</li> <li>· Retaining wall 100%</li> </ul>	
SCM 32 of 15/16	Upgrading of District Road D2069 in Vulindlela	Kulu Civils	R 12 467 629.10	<ul style="list-style-type: none"> <li>· There is minimal progress on site for the month of April. However the contractor has committed to complete all works and accelerate the programme to expedite progress. The contractor is working in the 6<sup>th</sup> month of the 6<sup>th</sup> month contract. It had been noted that the contractor is 5.5 months behind schedule with a progress of 9%.The Engineer has request that the contractor submits a revised programme of works no 7 since the contractor is working on the unapproved programme together with an Action Plan</li> <li>· The Msunduzi Municipality Mayor also visited the site and required in writing and showing how the works will be accelerated.</li> <li>· The project is now being closely monitored due to non-performance by the contractor.</li> </ul>	· Five months behind Progress.
SCM77 OF 13/14	RELOCATION OF BULK WATER	ESCOR CONSTRUCTION	R 12 091 673.17	<ul style="list-style-type: none"> <li>· The works on site has been completed</li> </ul>	Complete

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
	FEEDER MAINS			· We currently waiting for closeout report from the engineer.	
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	<ul style="list-style-type: none"> <li>· The contraction of the reservoir has been completed and the reservoir has been tested</li> <li>· The construction of Access road has been completed</li> </ul>	Waiting for completion certificate from the Engineer
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	· Project has been suspended due to lack of funds	Projects has been suspended
SCM 13 of 15/16	UPGRADING OF MOSES MABHIDA ROAD FROM KM 6,5 TO KM 7,5	KULU CIVIL'S	R 92 000 000.00	<ul style="list-style-type: none"> <li>· the progress is very slow on site</li> <li>· Contractor has engaged the services of a subcontractor in order to accelerate progress on site</li> </ul>	Behind the schedule
SCM 11 of 15/16	UPGRADE OF GRAVEL ROAD TO SURFACE IN VULINDLELA WARD 4 KHAYELIHLE ROAD	KULU CIVILS	R 8 026 630.00	· . progress on site is very low and there is a low commitment by the contractor to complete the project	Behind the schedule
SCM 23 of 13/14	UPGRADING OF STATION ROAD AND CONSTRUCTION OF NEW STATION ROAD BRIDGE	FYNNS CONSTRUCTION	R 13 869 067.19	· The contractor is behind the schedule due to delays from Telkom and Eskom not moving their services on site	Behind the schedule
SCM 32 OF 11/12	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A VEHICLE MONITORING, TRACKING AND VEHICLE MANAGEMENT SYSTEM	EWC VEHICLE COMMUNICATION	R13 212 354.64	· The company commenced its duties in January and the work is underway and no problems.	On Schedule



CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
SCM 65 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 16, EDENDALE	NATAL RICHARDSBAY HIRE CC T/A NRB CONSTRUCTION AND HIRE	R 35 497 453.38	· The total pipe laid for Areas B, D & E is 6390m and total manholes constructed for Areas B, and D & E is 193 manholes.	Slow movement & behind schedule
				· Sizakala has been approved as a sub-contractor and started working on site January 2017.	
SCM 68 OF 13/14	REHABILITATION / REPLACEMENT OF DEFECTIVE SEWER RETICULATION : PHASE 1	TTI / MARTIN AND EAST JV	R21 273 797.82	· The project is complete and awaiting for a closeout report	Complete
SCM 61 OF 13/14	REALIGNMENT AND WIDENING OF THWALA ROAD	BR TSIMA AND MASIQHAME JV	R10 000 000	· Termination letter dated 21 December 2016 was drafted and submitted to the company.	Penalties imposed
				· No response received from BR Tsimma and Masiqhame JV	
SCM 64 OF 12/13	INSTALLATION OF WATERBORNE SANITATION IN WARD 10, EDENDALE	ACTUS INTERGRATED MANAGEMENT (PTY) LTD	R 50 605 985.10	· The contractor is approximately 1months behind when compared to the overall original program of works due to existing services ,Pitted 160mm diameter sewer pipe ,political unrest and delays on existing services . On Area H, I, J and K there is approximately 12105 m of pipes laid and tested, Accumulative length of erf connection installed from the commencement date is 1404.2. The number of Erf connections is 279and 404of Terminal manholes that have been constructed as at the 12 <sup>Th</sup> of May 2017.	· The project is on Schedule when compared to a revised programme of works.

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>The Contractor's contractual performance thus far remains satisfactory.</li> </ul>	<ul style="list-style-type: none"> <li>Expenditure is on 52.6% as at the 12 May 2017</li> </ul>
SCM 6 OF 15/16	UPGRADE OF ROADS IN ASHBURTON	KULU CIVILS	R 15 017 213.95	<ul style="list-style-type: none"> <li>As at the 16<sup>th</sup> of May 2017 .the overall progress on site was 58%.</li> </ul>	10weeks behind
				<ul style="list-style-type: none"> <li>The progress is slow since the contract between Gestion Engineers and council has expired.</li> </ul>	
				<ul style="list-style-type: none"> <li>Since the contract with the consultant had expired technical meetings have been at halt.</li> </ul>	
				<ul style="list-style-type: none"> <li>The progress on site is behind by 14 weeks since the contractor had abandon the site due to non-payment from the municipality, the project manager mentioned that the Contractor was paid more than 2 million in December and that nonpayment is not the reason why the contractor is not performing on site. Other delays are coursed by laborers and subcontractors due to nonpayment by the main contractor. The project is closely monitored by the Project manager from the roads department and the SCM Monitoring officer since the e engineer is off site. Expenditure remains at 58%.</li> </ul>	
SCM 9 of 15/16	UPGRADE OF SELBI MSIMANG ROAD 5.5 TO 6.5	MARTIN AND EAST	R 85 000000.00	<ul style="list-style-type: none"> <li>Site progress meeting was held on site camp on the 18<sup>th</sup> of May 2017.</li> </ul>	<ul style="list-style-type: none"> <li>The project is on Schedule when</li> </ul>

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<ul style="list-style-type: none"> <li>The performance of a contractor meets all the contractual requirements of the contract for phase one of the project.</li> <li>Phase 1 (Mixed Traffic LHS) – 87% complete</li> <li>Phase 2 (BRT) – 67% Complete</li> <li>Phase 3 (Mixed Traffic RHS) – 36% complete</li> <li>Overall percentage complete is 62%</li> <li>Progress on site is as follows: <ul style="list-style-type: none"> <li>Relocating of Neotel cables. 100%</li> <li>Electrical substation 100%</li> <li>Electrical duct. 100%</li> <li>Telkom 100%</li> <li>Dark fibre Africa 100%</li> <li>Water relocation 60%</li> <li>Storm water 100%</li> <li>G 10. 100%</li> <li>G 9. 100%</li> <li>G 7 100%</li> <li>Site Clearance 100%</li> <li>Earthworks 100%</li> <li>Retaining wall 100%</li> </ul> </li> </ul>	compared to a revised programme of works.
SCM 32 of 15/16	UPGRADING OF DISTRICT ROAD D2069 IN VULINDLELA	KULU CIVILS	R 12 467 629.10	<ul style="list-style-type: none"> <li>There is minimal progress on site for the month of April. However the contractor has committed to complete all works and accelerate the programme to expedite progress. The contractor</li> </ul>	<ul style="list-style-type: none"> <li>Six months behind Progress.</li> </ul>

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				<p>is working in the 7<sup>th</sup> month of the 6<sup>th</sup> month contract. It had been noted that the contractor is 6 months behind schedule with a progress of 9%.The Engineer has request that the contractor submits a revised programme of works no 7 since the contractor is working on the unapproved programme together with an Action Plan</p> <p>· The Msunduzi Municipality Mayor also visited the site and required in writing and showing how the works will be accelerated.</p> <p>· The project is now being closely monitored due to non-performance by the contractor.</p>	
SCM77 OF 13/14	RELOCATION OF BULK WATER FEEDER MAINS	ESCOR CONSTRUCTION	R 12 091 673.17	<p>· The works on site has been completed</p> <p>· The water mains has been filled with water</p>	Complete
SCM 78 OF 13/14	CONSTRUCTION OF 10ML RESERVOIR: MASONS	NOTTS PROJECTS	R 18 030 143.00	<p>· The reservoir has been filled with water</p> <p>· The construction of Access road has been completed</p>	Waiting for completion certificate from the Engineer
SCM 75 OF 14/15	COMPLETION OF MOSES MABIDA COMMUNITY CENTER	ZETHEMBE MAINTENANCE AND GENERAL	R 12 736 206.83	<p>· The contractor has been paid for works that was done on site but the project is not complete and it has been suspended due to lack of funding</p>	Projects has been suspended
SCM 13 of 15/16	UPGRADING OF MOSES MABHIDA ROAD FROM KM 6,5 TO KM 7,5	KULU CIVIL'S	R 92 000 000.00	<p>· The contractor is on site and is behind the schedule</p> <p>· the progress is improving after intervention from Supply</p>	Behind the schedule

CONTRACT NO	DESCRIPTION	CONTRACTOR'S NAME	CONTRACT AMOUNT	PERFORMANCE STATUS	CONTRACT STATUS
				Chain and the Engineers	
				· Contractor has engaged the services of a subcontractor in order to accelerate progress on site	
SCM 11 of 15/16	UPGRADE OF GRAVEL ROAD TO SURFACE IN VULINDLELA WARD 4 KHAYELIHLE ROAD	KULU CIVILS	R 8 026 630.00	· . this project has reached practical completion.· A meeting has been scheduled to discuss the snag list	Practical completion achieved
SCM 23 of 13/14	UPGRADING OF STATION ROAD AND CONSTRUCTION OF NEW STATION ROAD BRIDGE	FYNN'S CONSTRUCTION	R 13 869 067.19	· The contractor is behind the schedule due to delays from Telkom and Eskom not moving their services on site	Behind the schedule
				· Progress is behind the schedule	
SCM 37 OF 14/15	LESTER BROWN AND THOMAS WATKINS UPGRADE	FYNN'S CONSTRUCTION & DEVELOPERS CC	R20 193 148.06	· This project was previously suspended due to lack of funds and now the contractor has been called back to site funds have been identified	3 weeks behind
SCM 99 of 14/15	EASTWOOD PRIMARY SUBSTATION	POWERTECH SYSTEMS INTERGRATORS	R23 791 585.00	· internal wet works has been completed installation of trench support steelwork has been completed	On programme
				· the installation of the sewer and storm water pipe runs has been completed	
				· Waterproofing of roof slabs is on progress	
				· Sleeves have been installed and roadway layers are on progress	

EMPLOYEE: SUPPLY CHAIN MANAGEMENT					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	17	10	9	1	10
T04-T08	16	29	20	9	31
T09-T13	17	38	28	10	26
T14-T18	3	3	3	0	0
T19-T22	1	1	1	0	0
T23-T25	0	-	-	-	-
<b>Total</b>	<b>54</b>	<b>81</b>	<b>61</b>	<b>20</b>	<b>25</b>

FINANCIAL PERFORMANCE 2016/2017: SUPPLY CHAIN MANAGEMENT					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget%
<b>Total Operational Revenue (excl. tariffs)</b>	682	507	507	627	23,67%
<b>Expenditure:</b>					
<b>Employees</b>	20 061	22 315	26 317	24 907	-5,36%
<b>Repairs and Maintenance</b>	339	308	308	147	-52,27%
<b>Other</b>	38 111	38 392	36 974	30 986	-16,20%
<b>Total Operational Expenditure</b>	58 511	61 015	63 599	56 040	-11,89%
<b>Net operational (Service) Expenditure</b>	57 829	60 508	63 092	55 413	-12,17%

CAPITAL EXPENDITURE: FINANCIAL SERVICES					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Budget %	Total Project Value
<b>Total All</b>	110	364	362	-0,55%	
Plant and Equipment	30	32	30	-6,25%	30
Furniture	80	100	100	0,00%	100
Computer Equipment	-	98	98	0,00%	98
Transport Assets	0	134	134	0,00%	134

## **COMMENT ON THE PERFORMANCE OF SUPPLY CHAIN MANAGEMENT OVERALL:**

In terms of circular 77 issued by National Treasury the municipalities are required to establish the infrastructure SCM Policy with effect from 1 July 2017

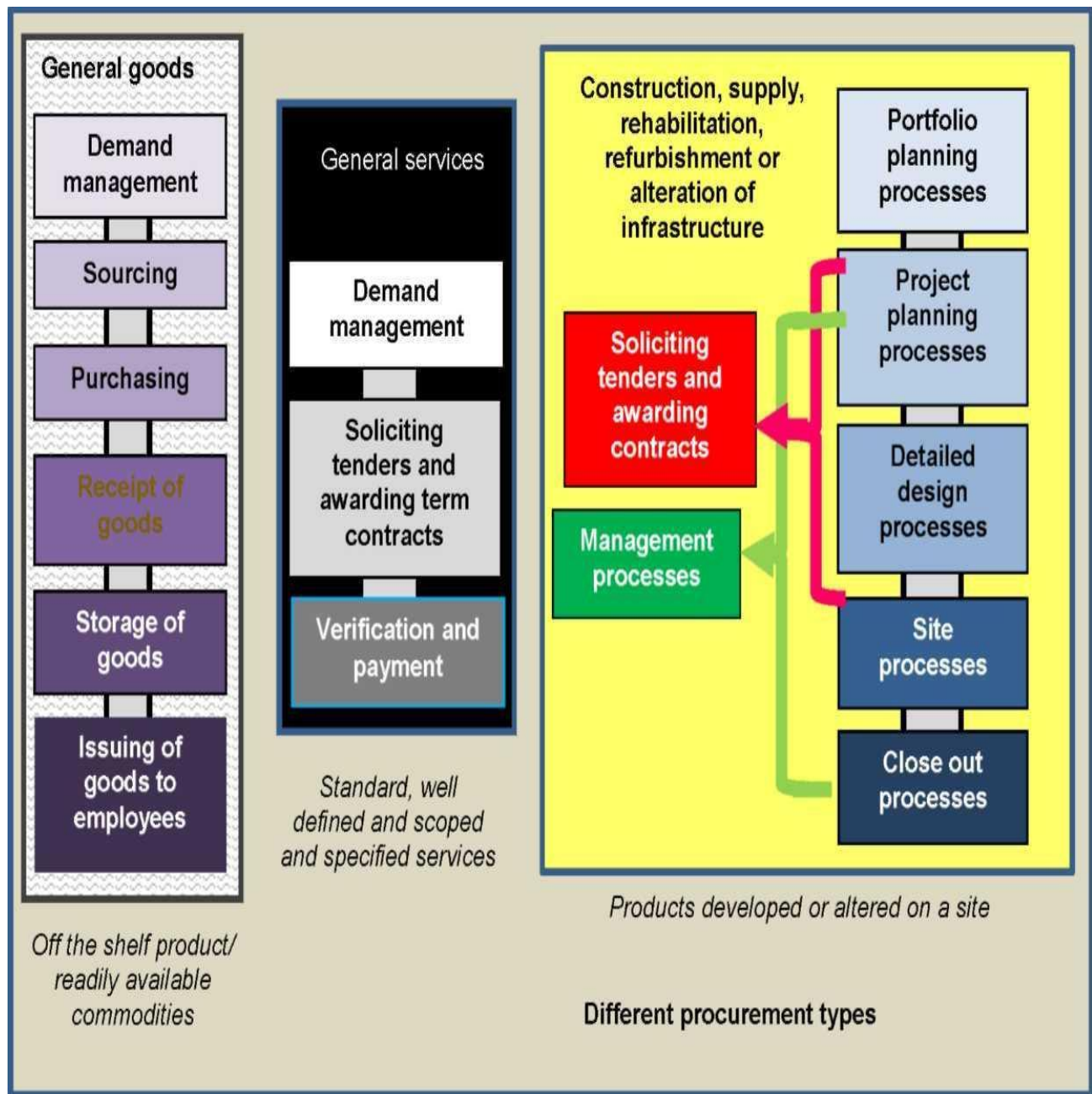
Upon the above instruction the Msunduzi Municipality Supply Chain Management Policy has now adopted and divided its SCM Policy into two policies, one focuses on Goods and Services and the other on Infrastructure Procurement and Delivery Management

The SCM Policy for Goods and Services which is PART 1 of this document is issued in terms of Section 111 of the Municipal Finance Management Act of 2003 and Municipal Supply Chain Management Regulations. The approach to procurement documentation is significantly different between general goods and services and infrastructure delivery. Documents for general goods and services, are based on the National Treasury General Conditions of Contract (GCC) which focuses on the rights and obligations of the parties in a generic manner and also deals with aspects of the bidding processes.

The SCM Policy for Infrastructure Procurement and Delivery Management which is PART 2 is issued in terms of Section 168 of the Municipal Finance Management Act of 2003 in support of Regulation 3(2) of the MFMA Supply Chain Management Regulations as a Treasury guideline determining a standard for municipal supply chain management policies. MFMA Circular No 77: Model SCM Policy for Infrastructure Procurement and Delivery Management provides guidance to municipalities on the establishment of a suitable supply chain management system for infrastructure delivery which is better able to deliver value for money, while minimizing the scope for corruption.

Public procurement that is unrelated to infrastructure delivery typically relates to goods and services that are standard, well-defined and readily scoped and specified. Once purchased, goods invariably need to be taken into storage prior to being issued to employees.

Services most often involve routine, repetitive services with well understood interim and final deliverables which do not require strategic inputs or require decisions to be made regarding the fitness for purpose of the service outputs.



In contrast, procurement relating to the provision of new infrastructure or the rehabilitation, refurbishment or alteration of existing infrastructure covers a wide and diverse range of goods and services, which are required to provide or alter the condition of immovable assets on a site. Accordingly, the procurement process for the delivery of infrastructure involves the initial and subsequent recurring updating of planning processes at a portfolio level flowing out of an assessment of public sector service delivery requirements or business needs. Thereafter it involves planning at a project level and the procurement and management of a network of suppliers, including subcontractors, to produce a product on a site.



There is no need to store and issue materials or equipment unless these are issued to employees responsible for the maintenance or operation of infrastructure, or are issued free of charge to contractors for incorporation into the works.

Procurement is the process which creates, manages and fulfills contracts. Procurement deals with activities surrounding contracts. Such processes focus on establishing what is to be procured, developing a procurement strategy, producing procurement documentation, soliciting and evaluating bid offers, awarding of contracts and administering contracts. On the other hand, supply chain management (SCM) is the design, planning, execution, control and monitoring of supply chain activities in the delivery of goods, services or any combination thereof. Supply chains comprise all those public and private entities that are involved in delivering the inputs, outputs and outcomes of projects. Accordingly, supply chain management is concerned with the oversight, co-ordination and monitoring of inputs, outputs and outcomes of projects from the various entities within a supply chain.

Infrastructure is defined as "immovable assets which are acquired, constructed or which results from construction operations or moveable assets which cannot function independently from purpose built immovable assets" while infrastructure delivery is defined as "the combination of all planning, technical, administrative and managerial actions associated with the construction, supply, renovation, rehabilitation, alteration, maintenance, operation or disposal of infrastructure." Accordingly, infrastructure delivery management contextualizes the supply chain management system for infrastructure.

Understandably, there are several overlaps between the supply chain management system for general goods and services and that for infrastructure delivery management. However, the inclusion of control frameworks in the Standard for Infrastructure Procurement and Delivery Management is aimed at expenditure control and a reduction in the gap between what is planned and budget for and what is delivered to ensure that value for money is achieved.

The primary purpose of this document is to embed an infrastructure delivery management system for Msunduzi Municipality which is aligned with the regulatory framework for public sector procurement, supply chain management and expenditure control. It also enables the National Treasury Standard for Infrastructure Procurement and Delivery Management to be implemented.

It is pleasing that the municipality has adopted and implementing the infrastructure procurement policy and the relevant SCM committees are now in place and operating as required.

## 4.4 FLEET MANAGEMENT

### INTRODUCTION TO FLEET MANAGEMENT

#### Overview of Fleet Management

Fleet Management is the sub-unit of Asset and Liabilities under Budget and Treasury Business unit and its core function is to purchase, manage, monitor and dispose the Council's fleet. Fleet Management is divided into two (2) sub-sections namely: Fleet Administration and Fleet Control.

#### Strategic objectives of these sub-sections are:

**Fleet Administration** is responsible for budgeting, vehicle licencing, service plan, certificate of roadworthiness, capturing job cards, CAMIS (vehicle history information) and auditing of keys and log books capturing and re-directing traffic fines.

**Fleet Control** is responsible for Internal and external hiring, contract tenders, purchasing and disposal of vehicles, monitor vehicle tracking system, implementation and compliance of fleet policy and branding of vehicles.

#### Fleet Strategy

In order for Fleet Management to provide optimal support to various business units, the following strategic objectives were implemented.

**Service plan:** Due to inadequate service plan, the vehicles and plant were not serviced properly and that was resulting on high maintenance cost and it was against the general fleet management principle that says in order to optimise and provide high level of vehicle availability, proper preventative maintenance plan must be developed. The service plan was introduced and implemented since 1<sup>st</sup> July 2012. At the beginning of implementation phase, the project was not running well because of non-availability of vehicles and turnaround time for spare parts order numbers. In the financial year 2013/14 the meetings and the awareness sessions of the importance of preventative maintenance were going on with business units and the number of vehicles serviced per month has improved.

**Fitment of vehicle monitoring system:** This was due to abuse of vehicles and the high amount of fuel usage. The implementation phase was at the beginning of 2012/13 financial year which went a bit slowly because of the resistance from staff. It was supposed to be completed by the end of that financial year but due to challenges of breakdowns and accidents it went over two weeks of the new financial year. The fitment is done as the new vehicles are being purchased. The major achievement is the better control and reduction of overtime and detection of vehicle abuse.

**Purchase of new vehicles:** Although the funds were not provided for Fleet management to purchase, a total of 78 vehicles and plant were purchased for the various business units.

**Fleet policy:** The policy was adopted by the full Council on the 26 September 2012. Implementation started thereof and number of business units were workshopped and the remainder of them were done in 2013/14 financial year. As new staff joining the Municipality the sessions of workshopping and awareness is ongoing process. The policy is up for review and that process is in progress.

FLEET MANAGEMENT POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
FLT 01	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Vehicle corporate branding	Branding of Council vehicles and plant	ALL	100 x Council vehicles to be branded by the 30th of June 201	101 x Council vehicles to be branded by the 30th of June 2017	3 (100% - 129%)

EMPLOYEE: FLEET MANAGEMENT					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	21	51	25	26	51
T04-T08	30	14	8	6	43
T09-T13	23	28	17	11	39
T14-T18	4	1	0	1	100
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
Total	78	94	50	44	47

FINANCIAL PERFORMANCE 2016/2017: FLEET MANAGEMENT					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget%
<b>Total Operational Revenue</b> (excl. tariffs)	-	-	-	-	0,00%
Expenditure:					
Employees	5 436	6 874	8 044	6 892	-14,32%
Repairs and Maintenance	2 896	3 365	3 365	2 535	-24,67%
Other	15 638	22 756	22 252	17 204	-22,69%
<b>Total Operational Expenditure</b>	23 970	32 995	33 661	26 631	-20,88%
<b>Net operational (Service) Expenditure</b>	23 970	32 995	33 661	26 631	-20,88%

CAPITAL EXPENDITURE: FLEET MANAGEMENT						R'000
Details	2016/2017					
	Budget	Adjustment Budget	Actual Expenditure	Variances to Budget %	Total Project Value	
No Capital Projects in 2016/2017 Financial Year.						

**COMMENT ON THE PERFORMANCE OF FLEET MANAGEMENT OVERALL:**

The strategic planning for Fleet Management is to replace at least 100 vehicles per annum, but experiencing challenges of capital funds to implement this replacement plan. Vehicle maintenance costs are high due to ageing fleet.

## 5. COMPONENT E: CORPORATE SERVICES

This component includes: Human Resources Services, Information Communication Technology, and Legal Services & Organizational Development Performance.

### 5.1 HUMAN RESOURCES SERVICES

#### INTRODUCTION TO HUMAN RESOURCE SERVICES

The allocation of permanent employees to the new organizational structure was informed by Allocation Policy. The allocation of the employees was done by matching the job description of the post per the structure with the skills/competencies, qualifications, experience and existing job content of the employees. In 2014/15 financial year, Corporate Services conducted an HR and Qualifications Audit of all permanent employees, this data, together with that from the job descriptions was extracted to an allocation tool, facilitating the employee / position match. The finalization of the allocation of permanent employees to the new structure provided the impetus for the permanent absorption of 1113 contract employees, those earning below the threshold of R172 000 per annum, and contracted within the Municipality for a period greater than three months, in compliance with the Basic Conditions of Employment Bill.

In terms of the provisions of the Staff Allocation Policy, the process of advertising new posts and major changed posts internally was initiated in the 2016/2017 financial year.

Occupational Health and Safety facilitated workshops with employees to communicate and understanding of related policies. Continued Health Education within the Occupational Health Clinics culminated in two mini wellness days being conducted.

ANNUAL OPERATIONAL PLAN 2016/2017 PROGRESS REPORT							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
HR 02	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Workplace Skills plan	Implementation of the Workplan Skills Plan	N/A	60 x Councillors trained in line with the 2016/17 Workplace Skills Plan by the 30th of June 2017	27 Councillors were trained in line with the 2016/17 Workplace Skills Plan	1 (69% & below)
HR 03	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Workplace Skills plan	Implementation of the Workplan Skills Plan	N/A	1020 x Employees trained in line with the 2016/17 Workplace Skills Plan by the 30th of June 2017	655 Employees were trained in the 2016/2017 Workplace Skills Plan	1 (69% & below)

ANNUAL OPERATIONAL PLAN 2016/2017 PROGRESS REPORT							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
HR 08	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Health and Safety	Capacity Building	N/A	8 x Occupational Safety and Environmental Policy Workshops facilitated by the 30th of June 2017	9 Occupational Safety and Environmental Policy Workshops held on the 29 July 2016; 1 September 2016; 25 October 2016; 8 November 2016; 17 February 2017; 29 March 2017; 7 April 2017; 13 June 2017 and 15 June 2017.	3 (100% - 129%)
HR 09	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Occupational Health & Safety	Employee wellness day events	N/A	2 x Mini Employee Wellness Day events held by the 30th of June 2017	2 x Mini Employee Wellness Day events held by the 30th of June 2017	3 (100% - 129%)

EMPLOYEE: HUMAN RESOURCES SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	3	6	2	4	67
T04-T08	17	60	33	27	45
T09-T13	19	58	30	28	48
T14-T18	10	11	3	8	73
T19-T22	1	1	1	0	0
T23-T25	-	-	-	-	-
Total	50	136	69	67	49

FINANCIAL PERFORMANCE 2016/2017: HUMAN RESOURCES SERVICES (501/038/103/346/525/530)					
					R'000
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-	-4 440	-1 399	1 034	173%
Expenditure:					
Employees	48	43 088	45 654	44 051	-3.5%
Repairs and Maintenance		156	151	20	-86%
Other	-40	107 020	68 166	63 534	-6.79%
<b>Total Operational Expenditure</b>	7	150 264	113 971	107 605	-5.5%
<b>Net operational (Service) Expenditure</b>	7	145 824	112 572	108 639	-3.49%

#### NOTE 1

OTHER comprises of the following :			
		R'000	
	Original Budget	Adjusted Budget	Actual Expenditure
<b>NONF:MRC</b>	2 228	2 878	445
<b>LEVS : MRC</b>	103 166	65 282	62 995
<b>MSE:AH:MRC</b>	1626	6	94
<b>TOTALS</b>	107 020	68 166	63 534

CAPITAL EXPENDITURE: HUMAN RESOURCES SERVICES					
					R'000
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	0	186	93	-50%	
Project A – (501)FURNITURE AND OFFICE	0	161	68	-57%	68
Project B – (530) FURNITURE AND OFFICE	0	25	25	0	25

#### COMMENT ON THE PERFORMANCE OF HUMAN RESOURCE SERVICES OVERALL:

The HR priority Capital Project in 2016/2017 financial year saw the implementation of SAP HCM, presenting the potential for improved employee reporting, absence and benefit maintenance.

The lack of budgetary provision for internship and bursaries meant that these internal annual projects were not implemented in the 16/17 financial year. The Internship programme was however supplemented in partnership and workplace placement of externally funded learners. Training numbers planned were impacted by delays in the internal procurement and approval processes due to the lack of suitable providers sourced. These delays caused funding provision for the appointment of training providers to become exhausted and the training planned will hereafter only be implemented in the 2017/2018.

## 5.2 INFORMATION & COMMUNICATION TECHNOLOGY SERVICES

### INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

As the implementation of the of the new Enterprise Resource Planning (ERP) system using SAP was gathering momentum as more and more SAP modules were going live, ICT needed to upgrade and enhance its infrastructure and get it ready for the smooth rollout and provide a good user experience.

As the results, during the 2016/17 financial year, ICT had a capital budget injection of R22 million to spend on upgrading and modernising its infrastructure and getting it ready for the full SAP implementation. The following projects were realized during this financial year are as follows;

1. Continue with the replacement of Telkom copper cables with high speed fibre to enable high speed data transfer and connectivity at the following offices, Fresh Market, Harry Gwala Stadium, Parks and Traffic Department (21 Washington Road).
2. Replacement of more than 120 computers with new ones;
3. Specialised VMWARE operating system software and licenses;
4. Metro Cluster Storage Area Network (SAN) Project. This ICT Flagship project was necessitated by the SAP ERP project in order to provide high speed data transfer and enough data storage capacity for the next 5 years. In addition to that, by implementing this Metro Cluster SAN, it enabled ICT to comply with Audit Requirements in terms of Business Continuity Planning (BCP) where ICT needed to demonstrate the ability to continue operating during a disaster without losing any data.

### ICT SERVICE STATISTICS

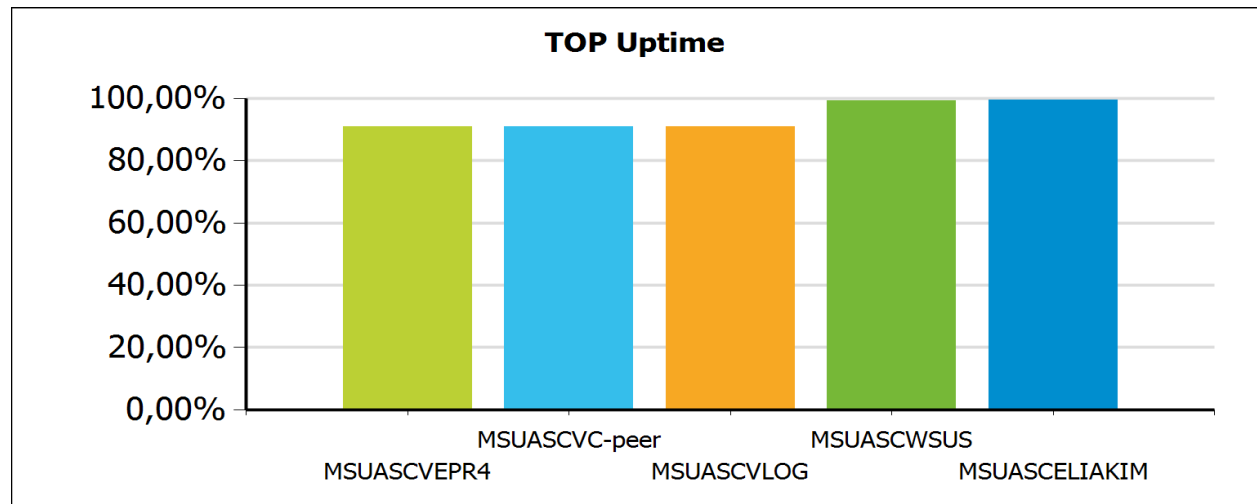
#### VM SERVERS UPTIME

Description: This report provides an overview of VMs uptime including VMs with lowest and highest uptime values.

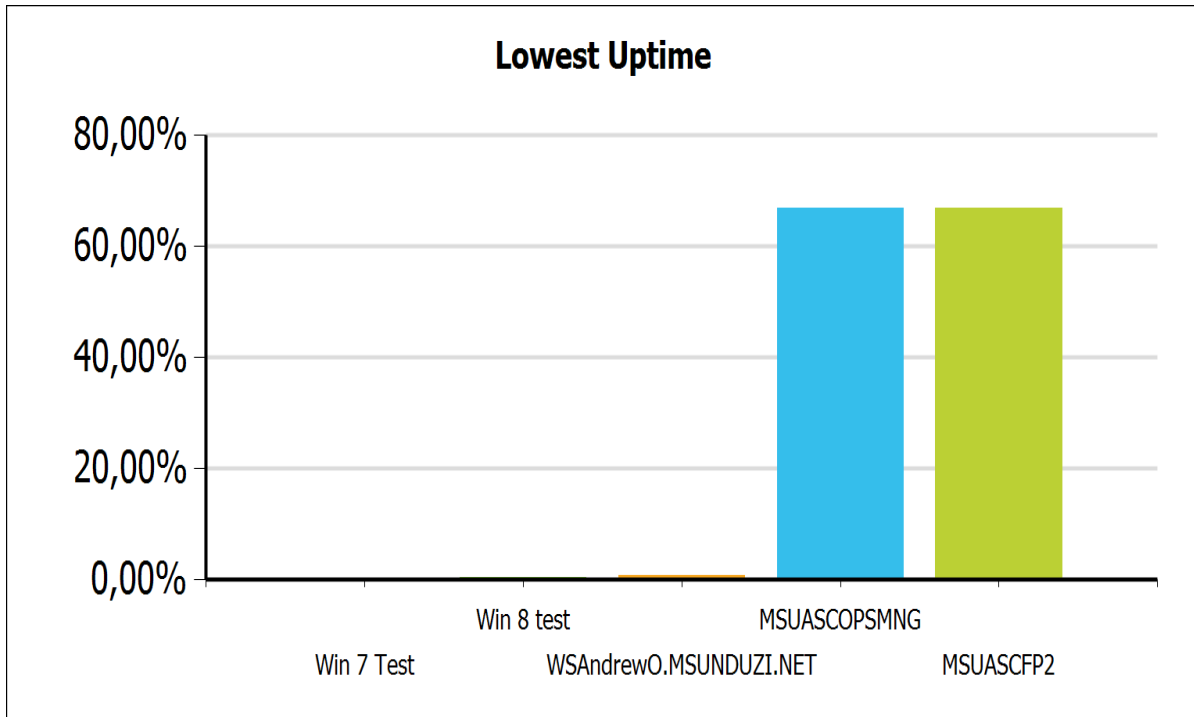
#### *Summary Information*

Reporting Period: Custom Date Range (2016-07-01 - 2017-06-30)

Uptime parameter: greater than 0,00% and lower than 100,00%







**ASSIGNEE SUMMARY REPORT -7/1/2016 - 6/30/2017**

Group Name	Assignee	Logged	Open	Resolved	Closed	Avg Resolve (Days)
External Vendor	Bytes Communication Systems	250	8	6	236	17.04
	Bytes SI KZN Call Centre	15	6	0	9	127.47
	Cyberfox	1	1	0	0	150
	Data Centrix	48	0	0	48	27.77
	Fujitsu	1	1	0	0	140
	Phutuma	334	13	7	314	16.59
	Shepherd	130	4	2	125	11.33
	Telkom	26	1	0	25	11.42
	Xtec	101	3	1	97	19.75
	<b>Total</b>	<b>906</b>	<b>37</b>	<b>16</b>	<b>854</b>	<b>18.88</b>
Internal	Andrew Odell	182	9	1	172	20.46
	Anesh Roopan	1	1	0	0	321
	Bongumusa Shabane	26	0	0	26	0.54
	Devlin Naidoo	10	0	1	9	10.4
	Jaselle Ramdas	16	4	3	9	48.75
	Leroy Williams	133	0	0	133	2.09

Group Name	Assignee	Logged	Open	Resolved	Closed	Avg Resolve (Days)
	Lumumba Jijana	479	19	6	454	12.6
	Mbulelo Mbedu	57	0	0	57	5.09
	Mondli Shabane	29	0	0	29	1.1
	Nazareth Shelembe	629	14	2	613	6.37
	Nkosinathi Dube	832	1	2	829	4.24
	Nokuphiwa Jama	1314	0	0	1314	0.26
	Nontobeko Sithole	397	6	1	390	4.96
	Nothando Mshengu	566	0	0	566	0.39
	Pending Approval	1	0	0	1	13
	Philile Ngcobo	305	4	3	299	4.02
	Sibusiso Ndelela	689	0	3	686	2.57
	Sithembokuhle Ndzimbovu	106	0	0	106	0.56
	Siyabonga Dlamini	404	9	6	389	9.08
	Sizwe Mchunu	58	5	2	51	30.88
	Tembisa Mbambe	176	4	1	171	8.94
	<b>Total</b>	<b>6411</b>	<b>76</b>	<b>31</b>	<b>6305</b>	<b>4.95</b>
Interns	Lindokuhle Zondi	511	19	5	490	7.53
	Nompilo Mthimkhulu	97	2	0	95	3.75
	Siphesihle Madlala	400	10	0	390	6.72
	Zinhle Mncwabe	1161	6	4	1152	1.82
	Zoleka Mhlanzi	569	23	13	533	11.57
	<b>Total</b>	<b>2739</b>	<b>60</b>	<b>22</b>	<b>2661</b>	<b>5.7</b>
SAP	Banothile Mathenjwa	29	1	0	28	12.31
	Bongumusa Shabane	177	2	0	175	3.73
	Chester Lembethe	147	4	1	142	11.33
	Delisile Doncabe	318	9	1	308	9.19
	Dhevika Anthony	1	0	0	1	0
	Elzette Grierson	1	0	0	1	14
	Fungayi Ngorima	29	4	0	25	55.55
	Grant Khumalo	9	0	0	9	49.56
	Harsha Ramprasad	2	0	0	2	22
	Johan Linde	10	1	2	7	47.8
	Kumbirai Chikwanda	2	1	0	1	141.5
	Linda Miya	10	1	0	9	36.5
	Lindiwe Madlala	8	0	0	8	4.75
	Mondli Shabane	307	4	3	300	7.16
	Mxolisi Dladla	64	3	0	61	24.19

Group Name	Assignee	Logged	Open	Resolved	Closed	Avg Resolve (Days)
	Mzwandile William	12	0	1	11	14.58
	Nikkita Thomas	134	3	2	129	11.32
	Ntombizonke Gule	280	2	3	275	4.88
	Sibongiseni Mdlalose	13	0	0	13	14.62
	Susan Maphumulo	34	0	1	33	9.12
	Thokozani Matiwani	4	0	0	4	61
	Varisha Devsuran	12	0	0	12	9.5
	Vasco Makawa	3	1	0	2	92
	<b>Total</b>	<b>1606</b>	<b>36</b>	<b>14</b>	<b>1556</b>	<b>10.47</b>

ICT SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicable)
ICT 01	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	ICT INFRASTRUCTURE	TELKOM DIGINET DATA LINES REPLACED WITH FIBRE	N/A	3 X Sites (Traffic, Market & Airport) replaced with Fibre Data Line by the 31st of May 2017	3 X Sites (Traffic, Market & Airport) replaced with Fibre Data Line by the 31st of May 2017	3 (100% - 129%)
ICT 02	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	ICT INFRASTRUCTURE	LAN/WAN		7 x floors at AS Chetty (basement, lower ground, Ground floor, First floor, 3rd floor, 4th floor & 5th floor) building installed with CAT 6 Cabling by the 31st of May 2017	5 x floors at AS Chetty (lower ground, First floor, 3rd floor, 4th floor & 5th floor) building are being installed with CAT 6 Cabling	3 (100% - 129%)

ICT SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
OP REFEREN CE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5 , Not Applicabl e)
ICT 03	NKPA 1 - MUNICIPAL TRANSFORMATI ON & ORGANIZATION AL DEVELOPMENT	ICT INFRASTRUCT URE	Computer Deployme nt Project Phase III (Laptops & Desktops)		60 x New Computers purchased & Deployed as per the SMC deployment Schedule for new Computers by the 31st of January 2017	Computers have been purchased and deployed.	3 (100% - 129%)
ICT 05	NKPA 1 - MUNICIPAL TRANSFORMATI ON & ORGANIZATION AL DEVELOPMENT	ICT GOVERNANCE	ICT Risk Register Remediati on		100 % Implementati on of all actions contained in the Approved Risk Management Action Plan Remediated as per stipulated timeframes by the 30th of June 2017	Continuous implementati on and mitigation of Audit Findings is underway	3 (100% - 129%)

EMPLOYEE: ICT SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	0	0	0	0	0
T04-T08	5	1	1	0	35
T09-T13	12	23	15	8	80
T14-T18	5	5	1	4	0
T19-T22	1	1	1	0	40
T23-T25	-	-	-	-	-
Total	23	30	18	12	40

FINANCIAL PERFORMANCE 2016/2017: ICT SERVICES (526)					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	-18	-25	-25	-2	-92%
Expenditure:					
Employees	9 146	5 570	7 625	7 571	-.07%
Repairs and Maintenance	4 863	5 002	11 130	9 681	-13%
Other	-13 343	12 365	21 716	11 138	-48%
<b>Total Operational Expenditure</b>	666	22 937	40 471	28 390	-29%
<b>Net operational (Service) Expenditure</b>		22 912	40 446	28 388	-29%

<b>NOTE 2</b>			
Other comprises of the following :			
		R'000	
	Original Budget	Adjusted Budget	Actual Expenditure
<b>NONF:MRC</b>	<b>1 036</b>	<b>10 928</b>	<b>4 179</b>
<b>LEVS : MRC</b>	<b>11 329</b>	<b>10 788</b>	<b>6 959</b>
<b>TOTALS</b>	<b>12 365</b>	<b>21 716</b>	<b>11 138</b>

CAPITAL EXPENDITURE: ICT SERVICES					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	6 105	25 516	25 516	0	
Project A : COMPUTERS EQUIPMENT	1 000	19 954	19 954	0	19 954
Project B : BUILDINGS	120	0	0	0	0
Project C : FIBRE REPLACEMENT	2 985	2 781	2 781	0	2 781
Project D : LAN/WAN	2 000	2 781	2 781	0	2 781

#### COMMENT ON THE PERFORMANCE OF ICT SERVICES OVERALL:

The ICT unit continues to improve in providing the best service and support throughout the municipality as indicated above by the ICT infrastructure uptime and the Service Desk statistical report. The extension of the duration for the ICT interns has greatly assisted us in maintaining the smooth support service throughout the council. Also the interns have greatly benefited in the skills transfer program during this period.

## **5.3 LEGAL SERVICES**

### **INTRODUCTION TO LEGAL SERVICES**

The 2016-2017 performance targets incorporated aspects that are essential in providing an effective legal service.

The top 3 service delivery priorities were as follows:

- to provide legal advice and other legal services within a specified time period;
- to ensure that the Municipality's legal interests in civil and criminal litigation were protected; and
- to continue with a review of the bylaws.

During the 2016-2017 –financial year, there were mixed results in realizing the above priorities. Whilst legal representation is considered to have been at the required level, legal advice was not always provided within the required time periods.

To improve efficiency levels, professional staff were utilised irrespective of the strict boundaries of their job descriptions. In addition, Legal Interns were utilised to provide both administrative and legal support to professional staff.

### **SERVICE STATISTICS FOR LEGAL SERVICES**

For the purpose of this document, emphasis will only be placed on Legal representation in litigation matters.

Work on these matters involves daily management of court pleadings and extensive legal processes, including correspondences with opposition attorneys, pre-trial procedures and court attendances. These procedures are extensively regulated by inter alia, the Rules of Practice in the High and Magistrate's Courts. As at 30 June 2017, the list of open cases exceeded 300. Approaches to the High Court for interdicts to enforce the relevant town planning schemes have also increased dramatically. More than 60 such matters are currently earmarked for further prosecution. It ought to be emphasised that the pace of conducting litigation is determined by a number of factors, including the continued appetite for risk subsequent to the issuing of a summons.

As far as criminal litigation is concerned, these matters involve all those processes in prosecuting persons in the criminal courts, including the consideration of evidence presented by Peace Officers, drafting of charge sheets where necessary, liaising with the Court and lawyers representing the accused. Ultimately, Legal Services represent the municipality in court. Procedures are extensively regulated by the Criminal Procedure Act, 51 of 1977. An additional 129 cases were added to the criminal roll during the period 1 July 2016 to 30 June 2017.

LEGAL SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
LGLO1	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	STRENGTHEN GOVERNANCE	BYLAWS	ALL	6 x specified bylaws (1. planning & land use management, 2. amendment to public (environmental) health, 3. libraries, 4. problem building, 5. events, 6. cellular telecommunication infrastructure bylaws) produced and submitted to Full Council for adoption by the 31st of May 2017	Amendment to Public (environmental) Health, Libraries, Events, and Cellular Telecommunication Infrastructure Bylaws referred to Full Council at its meeting of 31 May 2017 for further consideration. Bylaws referred back for further consideration by Committees. Problem Building and Planning & Land Use Management bylaws published in Gazette.	3 (100% - 129%)
LGLO3	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	LEGAL REPRESENTATION	PROVISION OF LEGAL REPRESENTATION	ALL	100% provision of legal representation on behalf of council in all instances of civil and criminal litigation by the 30th of June 2017	100% provision of legal representation on behalf of Council in all instances of civil and criminal litigation by the 30th of June 2017	3 (100% - 129%)

LEGAL SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
LGLO4	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	LEGAL COMMENTS	PROVISION OF LEGAL ADVICE, OPINIONS, AND INPUTS	ALL	100% completion of all requests for drafting and/or provision of legal input into contracts within 10 working days of receipt of the request/notification by Legal Services subject to all relevant information having been made available to legal services by the 30th of June 2017	Not all legal input provided into contracts within the required time periods.	2 (70% - 99%)
LGL06	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	LEGAL COMMENTS	PROVISION OF LEGAL ADVICE, OPINIONS, AND INPUTS	ALL	100% completion of all requests for the provision of legal input into policies and procedures within 10 working days of receipt of the request/notification by Legal Services subject to all relevant information having been made	100% completion of all requests for the provision of legal input into policies and procedures within 10 working days of receipt of the request/notification by Legal Services subject to all relevant information having been made available to legal services by the 30th of June 2017	3 (100% - 129%)



LEGAL SERVICES POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4, 5, Not Applicable)
					available to legal services by the 30th of June 2017		

EMPLOYEE: LEGAL SERVICES					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	0	1	1	0	0
T04-T08	3	1	0	1	100
T09-T13	0	6	0	6	100
T14-T18	3	11	4	7	65
T19-T22	2	1	1	0	0
T23-T25	0	-	-	-	-
<b>Total</b>	<b>8</b>	<b>20</b>	<b>6</b>	<b>14</b>	<b>70</b>

FINANCIAL PERFORMANCE 2016/2017: LEGAL SERVICES (502)					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	-	-20	-60	-1	-98
Expenditure:					
Employees	6 931	7 416	7 146	7 003	-2%
Repairs and Maintenance	0	0	0	0	0%
Other	-6 490	3 407	7 304	4 540	-37%
<b>Total Operational Expenditure</b>	441	10 823	14 450	11 543	-20%
<b>Net operational (Service) Expenditure</b>	424	10 803	14 390	11 542	-19%

<b>NOTE 3</b>				
<b>Other comprises of the following :</b>				
			<b>R'000</b>	
		<b>Original Budget</b>	<b>Adjusted Budget</b>	<b>Actual Expenditure</b>
<b>NONF:MRC</b>		<b>24</b>	<b>20</b>	<b>23</b>
<b>LEVS : MRC</b>		<b>2 836</b>	<b>6 631</b>	<b>4 517</b>
<b>MSVO:AH:MRC</b>		<b>547</b>	<b>653</b>	<b>0</b>
<b>TOTALS</b>		<b>3 407</b>	<b>7 304</b>	<b>4 540</b>

<b>CAPITAL EXPENDITURE: LEGAL SERVICES (502)</b>					
	<b>R'000</b>				
<b>Details</b>	<b>2016/2017</b>				
	<b>Budget</b>	<b>Adjustment Budget</b>	<b>Actual Expenditure</b>	<b>Variances to Adjusted Budget %</b>	<b>Total Project Value</b>
<b>Total All</b>	<b>85</b>	<b>19</b>	<b>8</b>	<b>-57</b>	
<b>Project A : FURNITURE</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>-100</b>	<b>11</b>
<b>Project B : BUILDINGS</b>	<b>0</b>	<b>8</b>	<b>8</b>	<b>100</b>	<b>8</b>

#### **COMMENT ON THE PERFORMANCE OF LEGAL SERVICES OVERALL:**

Legal Services did not fully attain its performance targets during the 2016-2017 financial year. It is foreseen that progressive filling of vacancies and improved workflow management will result in positive results. In this regard, two administrative posts had been advertised, and should be filled by October 2017.

Legal Services was originally allocated an amount of some R2,2 million in respect of legal fees for the 2016/2017-financial year. This was later revised to R 9,209,192.00. The latest extract from SAP reflects that an amount of R 4,430,649.40 had been expended on legal fees during the 2016/2017 -financial year. The variance is due to the unpredictability of future legal disputes.

During 2017-2018, Legal Services will improve Information Technology by the purchase of new computers at a cost of R60 000. It is also expected to make progress with the improvement of archives, which requires urgent attention.

#### 5.4. ORGANIZATIONAL DEVELOPMENT PERFORMANCE

##### INTRODUCTION TO ORGANIZATIONAL DEVELOPMENT PERFORMANCE

During the 16/17 financial year the HR function quantified certain needs that must be met in order to unlock the organization's human capacity towards achievement of these strategic priority outcomes.

The allocation of permanent employees to the new organizational structure was informed by Allocation Policy. The allocation of the employees was done by matching the job description of the post per the structure with the skills/competencies, qualifications, experience and existing job content of the employees. In 2014/15 financial year, Corporate Services conducted an HR and Qualifications Audit of all permanent employees, this data, together with that from the job descriptions was extracted to an allocation tool, facilitating the employee / position match.

The finalization of the allocation of permanent employees to the new structure provided the impetus for the permanent absorption of 1113 contract employees, those earning below the threshold of R172 000 per annum, and contracted within the Municipality for a period greater than three months, in compliance with the Basic Conditions of Employment Bill.

In terms of the provisions of the Staff Allocation Policy, the process of advertising new posts and major changed posts internally was initiated in the 2016/2017 financial year.

##### EMPLOYEE TOTALS, TURNSOVERS & VACANCIES

EMPLOYEES					
Description	2015/2016	2016/2017			
	Employees No.	Approved Posts No.	Employees No.	Vacancies No.	Vacancies %
Water	139	442	256	186	42
Waste Water (Sanitation)	39	173	80	93	54
Electricity	167	732	233	499	68
Waste management	342	480	355	125	26
Housing	11	70	33	37	53
Waste Water (Stormwater)	88	345	168	177	51
Roads	101	122	108	14	11
Transport	34	118	48	70	59
Planning	8	55	19	36	65
Local Economic Development	15	34	16	18	53
Planning (Strategic & Regulatory)	17	43	7	36	84
Community & Social Services	30	183	55	128	70
Environmental Protection	30	13	7	10	77
Health	249	65	34	31	48
Security & Safety	37	691	438	253	37
Sport & Recreation	1215	901	519	382	42
Corporate Policy Offices & other	2522	1736	1095	641	37
<b>Totals:</b>	<b>5044</b>	<b>6203</b>	<b>3471</b>	<b>2736</b>	<b>44</b>

VACANCY RATE 2014/2015			
Designations	*Total approved posts No.	Vacancies (Total time that vacancies exist using fulltime	*Vacancies (as a proportion of total posts in each category) %
Municipal Manager	1	1	100
CFO	1	0	0
Other S57 Managers (Excl. Finance Posts)	4	0	0
Other S57 Managers ( Finance Posts)	0	0	0
Traffic Officers	83	46	55%
Fire Fighters	146	58	40%
Senior Managers: Levels DU(T18) excl. Finance Posts)	1	0	0%
Senior Managers: Levels DU(T18) (Finance Posts)	0	0	0%
Highly skilled supervision: Lvl D1–D3 (T14-17) (excl. Finance)	224	132	59%
Highly skilled supervision: Levels D1 – D3 (T14-17) (Finance Posts)	31	16	52%
<b>TOTAL:</b>	<b>491</b>	<b>253</b>	<b>51%</b>

TURN-OVER RATE			
Details	Total appointments as of the beginning of financial year No.	Terminations during the financial year No.	Turn-over rate*
2014/2015	115	158	6%
2015/2016	131	160	6%
2016/2017			6%

#### COMMENT ON VACANCIES AND TURNOVER:

The Senior Managers posts were filled in the 12/13 financial year. The City Managers post was vacated the post in the latter part of 2016, the post has been advertised and the recruitment process has commenced to be filled in the 17/18 financial year.

#### MANAGING THE MUNICIPAL WORKFORCE

##### INTRODUCTION TO MANAGING THE MUNICIPAL WORKFORCE

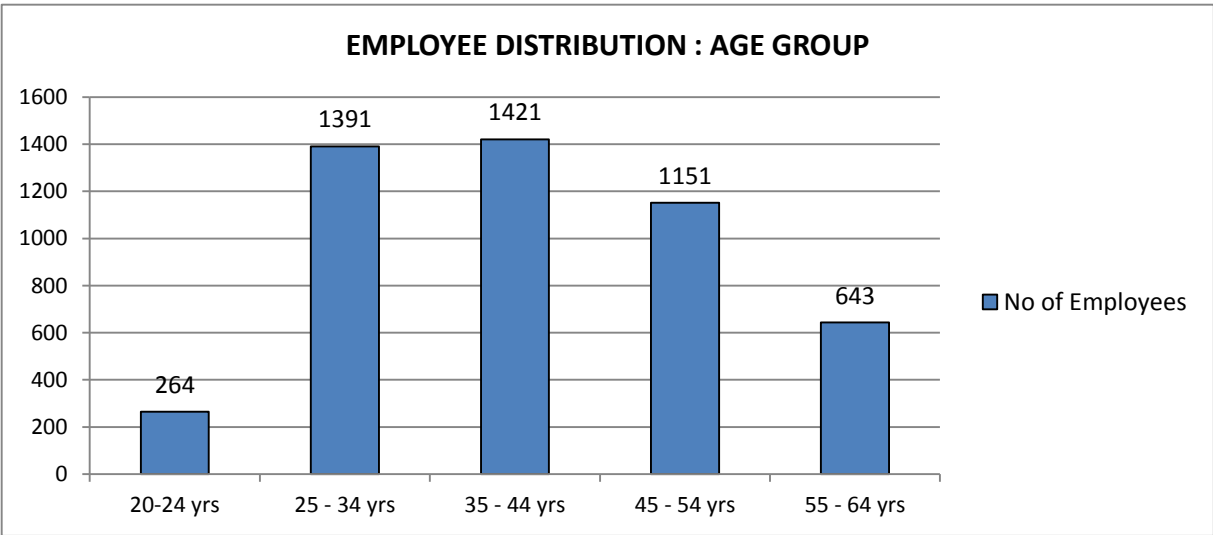
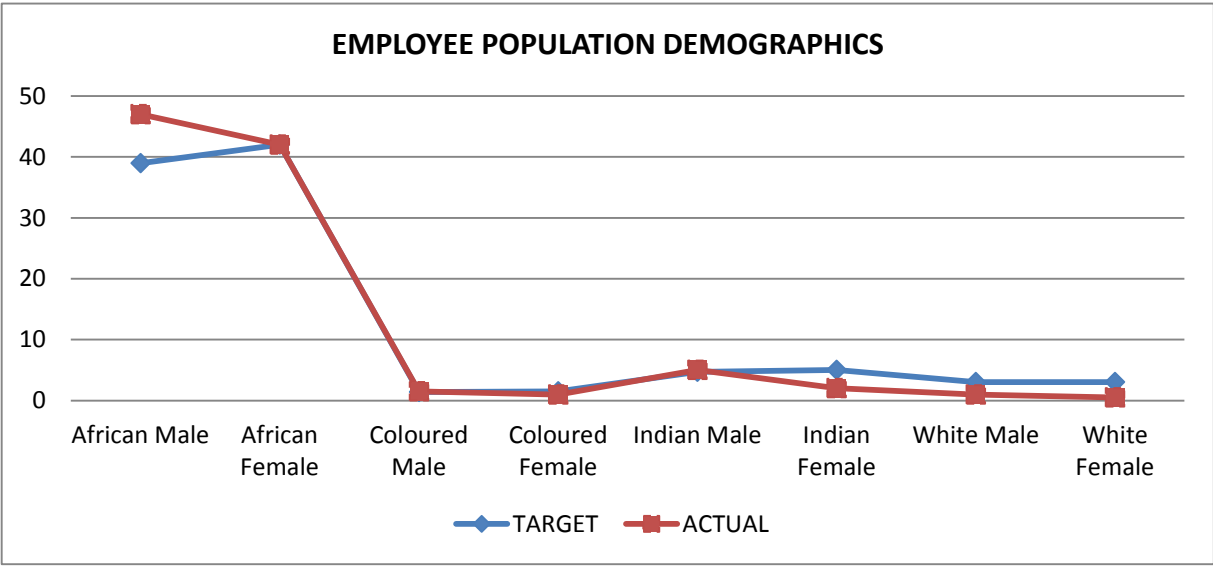
The Recruitment and Selection process is primarily aimed at procuring staff with the necessary competencies, thus enabling the organization to deliver on its strategic and operational priorities.

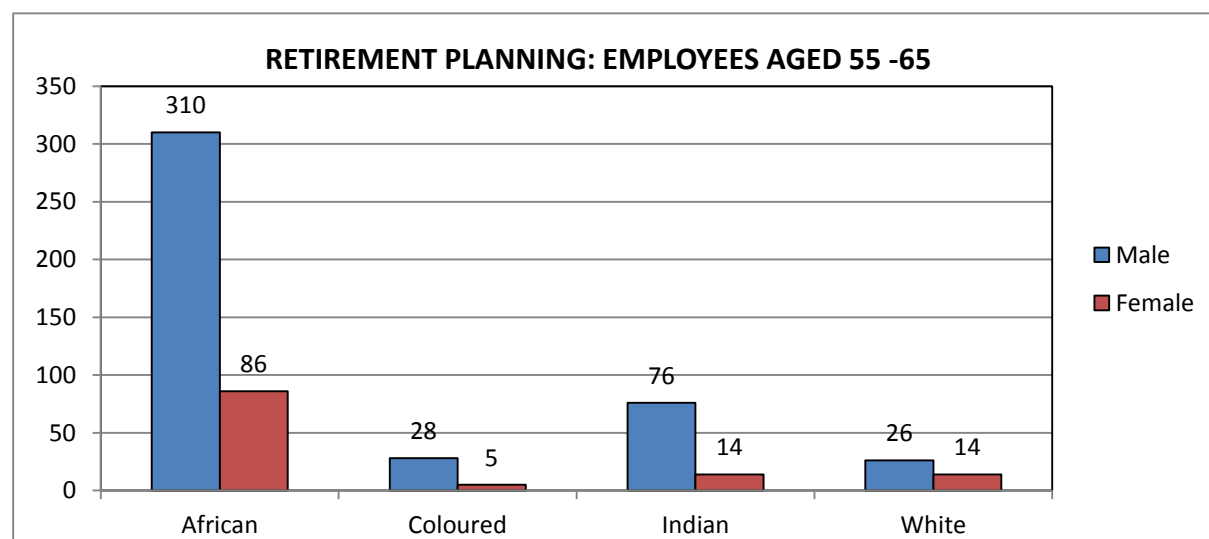
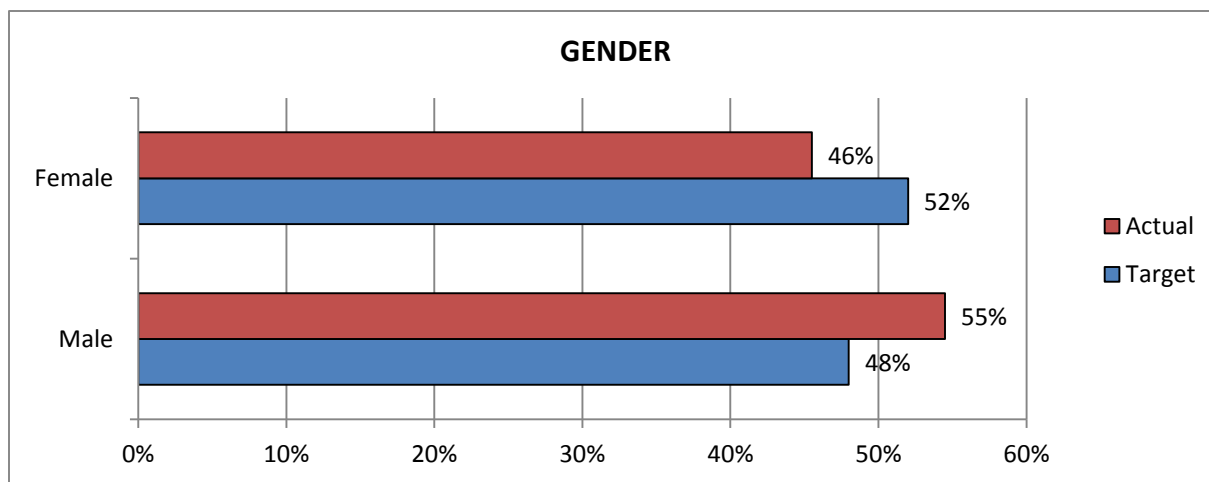
Current vacancy levels in the organization are at 46%. In this regard, the municipality will ensure that critical and priority vacant posts are identified and that the filling thereof is fast-tracked. Funded vacant posts will be filled within the budgeted financial year.

A uniform, competency-based approach to appointments will be established over the next 12 months, aligned to the Staff Allocation Policy, new and unchanged posts are first to be advertised internally and thereafter externally. To achieve its strategic objectives, it is just as crucial for the municipality to retain its competent staff. Competent staff from designated groups and staff in areas of scarce or critical skills are targeted.

The Municipality pursues the equitable representation of designated groups in all occupational categories and levels in the workforce and actively supports an organizational culture and climate based on diversity, equality, mutual respect and dignity for all.

Whilst the Msunduzi Municipality has made significant progress in the level of representation of Blacks (Africans, Coloureds and Indians), the under-representation of women and persons with disabilities, especially at the senior levels in the organization, remain one of the major areas to be addressed.





#### HUMAN RESOURCES POLICIES & PLANS 15/16 FINANCIAL YEAR

	Name of Policy	Completed %	Date adopted by council
1	Acting Policy	100	28/08/2016
2	Leave Policy	100	29/05/2016
3	Records Management Policy	100	01/03/2016
4	Sexual Harassment Policy	100	08/02/2016
5	Transfer Policy	100	04/01/2016

#### COMMENT ON WORKFORCE POLICY DEVELOPMENT:

Five (5) HR Policies were developed or reviewed and extensively consulted at Portfolio Committees and Local labour forum. 1 Policy was approved in the 2016/17 financial year.

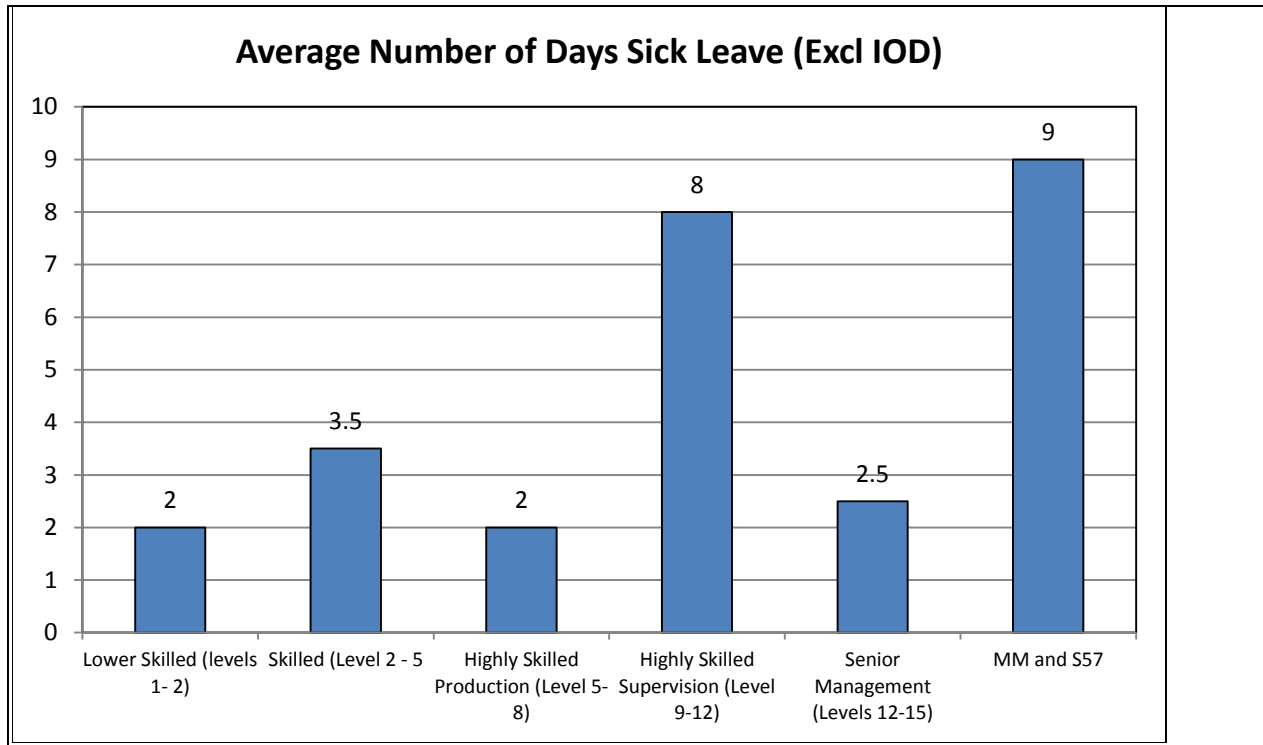
## INJURIES, SICKNESS AND SUSPENSIONS

NUMBER AND COST OF INJURIES ON DUTY					
Type of Injury	Injury Leave taken <i>Days</i>	Employees using injury leave <i>No.</i>	Employees using sick leave <i>No.</i>	*Average sick leave per employee <i>Days</i>	Total Estimated Cost <i>R'000</i>
Required basic medical attention only	0	45	0	0	R132000
Temporary total disablement	332	26	17	3	R178000
Permanent Disablement		0	0	0	0
Fatal	0	0	0	0	0
<b>TOTAL</b>	<b>332</b>	<b>71</b>	<b>17</b>	<b>3</b>	<b>R 310 000</b>

## WORKMAN'S COMPENSATION

TEMPORARY TOTAL DISABLEMENT	
Months	Amount
July 2016	0
August 2016	200245.08
September 2016	0
October 2016	448969.52
November 2016	0
December 2016	0
January 2017	388801.62
February 2017	0
March 2017	853483.73
April 2017	0
May 2017	0
June 2017	325117.78
<b>TOTAL</b>	<b>2 2216978.45</b>

NUMBER OF DAYS AND COST OF SICK LEAVE (EXCL. INJURIES ON DUTY)					
Occupational Category	Days Lost	Employees Claiming	No. of employees per category	Average sick leave per employee / Category	Cost*
F1 – F2 T23-T25	47	5	5	9	180972.38
E1 – E2 T19-T22	43	7	17	2.5	130609.36
D1 – D4 T14-T18	839	73	108	8	1375543.09
C1 – C4 T09 – T13	1168	433	676	2	985724.79
B1 – B5 T04- T08	2963	574	837	3.5	1227614.16
A1 – A4 T01 – T03	3132	763	1511	2	1024979.49
	<b>8192</b>	<b>1855</b>	<b>3154</b>	<b>157.3</b>	<b>4925443.27</b>



#### COMMENT ON INJURY AND SICK LEAVE:

Reports off all injury on duty are compiled monthly and recommendations are made to prevent further accidents. All injury on duty sick leave is recommended by external doctors. The personal records are maintained though we have a problem of getting sick leave information from the departments.

#### NUMBER AND PERIOD OF SUSPENSIONS 2016/2017

NUMBER AND PERIOD OF SUSPENSIONS		
Position	Nature of Alleged Misconduct	Details of Disciplinary Action taken or status of case and reasons why it is not finalized
Snr Manager: City Manager's Office	Misconduct	Investigation in progress
Snr Manager: Internal Audit	Misconduct	Investigation in progress
Snr Manager: Human Settlements	Misconduct	Investigation in progress
Manager: Valuations	Misconduct	Investigation in progress
Principal Clerk	Misconduct	Investigation in progress
Head: IRPTN	Misconduct	Investigation in progress
Finance Support Manager	Financial Misconduct	Investigation in progress



## DISCIPLINARY ACTION TAKEN ON CASES OF FINANCIAL MISCONDUCT

DISCIPLINARY ACTION TAKEN ON CASES OF FINANCIAL MISCONDUCT			
Position	Date Suspended	Business Unit	Reasons why it is not finalized
Credit Controller	Suspended 11 March 2011	Finance	Case not yet concluded
Supervisor Counter Enquiry	Suspended 7 March 2014	Finance	Case not yet concluded
Admin Officer	Suspended 8 January 2015	Community Services	Case not yet concluded
Snr. Manager: Human Settlements	Suspended 15 August 2016	Sustainable Development	Investigation in progress
Landfill Site	Suspended 17 September 2015	Community Services	Investigation in progress
Electricity Foreman	Suspended 5 December 2016	Infrastructure employee	Investigation in progress
Contract Admin Officer	Suspended 7 December 2016	Finance	Suspensions have been uplifted
Manager: Valuations	Suspended 7 December 2016	Sustainable Development	Suspensions have been uplifted

## COMMENT ON SUSPENSIONS AND CASES OF FINANCIAL MISCONDUCT:

1 case remains outstanding from the period of Administration (2009) and is in the hearing stage. The organisation has an established Fraud and Corruption Hotline, Managers are being trained in Disciplinary Procedures, a disciplinary Process Manual has been developed and a specialised Legal team has been established to assist in ensuring that those employees disregard policies and procedures are held accountable

Discipline is acknowledged to not yet being at the required level to support optimal functioning of the workforce. Absenteeism in general, is reaching worrying proportions and requires in priority intervention.

Regular Local Labour Forum meetings are taking place and the management of Industrial Action formalized with the development of the Industrial Action Strategy. Workshops were held with all business units to communicate the collective agreements, including disciplinary and grievance procedures.

## COMMENTS ON PERFORMANCE REWARDS

The Municipality has implemented Performance Management to level 3 within the organization it is not currently linked to reward.

Performance management is not yet being cascaded to the employees beyond the third level of management. 2016/2017 saw no performance reward beneficiaries, including Section 57 employees.

PERFORMANCE REWARD BY GENDER					
Designation	Gender	Total number of employees in group	Number of beneficiaries	Expenditure on rewards 20011/12 R'000s	Proportion of beneficiaries within group %
Lower Skilled (Levels 1-2)	Female	-	0	-	0
	Male	-	0	-	0
Skilled (Levels 3-5)	Female	-	0	-	0
	Male	-	0	-	0
Highly skilled production (Levels 6-8)	Female	-	0	-	0
	Male	-	0	-	0
Highly skilled supervision (Levels 9-12)	Female	-	0	-	0
	Male	-	0	-	0
Senior Management (Levels 13-15)	Female	4	0	-	0
	Male	10	0	-	0
MM and S57	Female	3	0	-	0
	Male	2	0	-	0
<b>Total:</b>		<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>

## THE MUNICIPAL WORKFORCE

### INTRODUCTION TO WORKFORCE CAPACITY DEVELOPMENT

The Msunduzi Municipality, during 2016/2017, trained 655 employees, as part of a coordinated career development process, in support of the Skills Development Strategy, IDP & Sector Skills Priorities. Internship, Learnerships, Apprenticeships and community programmes undertaken in 2016/17 provided opportunities for improved employability of the youth and community. Skills programmes conducted for 27 of Msunduzi's Councillors encouraged skills enhancement within the political realm to promote democracy and decision making.

### SKILLS DEVELOPMENT & TRAINING

SKILLS MATRIX											
Management Level	Gender	Employees in post as at 30 June 2016	Number of skilled employees required and actual as at 30 June 2017								
			Learnerships			Skills programmes and other short courses			Other forms of training		
		No.	Actual 30 June	Actual 30 June	Target 2018	Actual 30 June	Actual 30 June	Target 2018	Actual 30 June 2016	Actual 30 June 2017	Target 2018
MM and S57	Female	3	-	-	-	2	2		1	1	1
	Male	3	-	-	-	1	1		1	2	1

SKILLS MATRIX											
Management Level	Gender	Employees in post as at 30 June 2016	Number of skilled employees required and actual as at 30 June 2017								
			Learnerships			Skills programmes and other short courses			Other forms of training		
		No.	Actual 30 June	Actual 30 June	Target 2018	Actual 30 June	Actual 30 June	Target 2018	Actual 30 June 2016	Actual 30 June 2017	Target 2018
Councillors, Senior Officials & managers	Female	53	-	-	-	28	23	25	1	2	3
	Male	90	-	-	-	45	44	40	2	1	3
Technicians and associate professionals	Female	52	-	-	-	25	11	20	8	4	5
	Male	133	30	-	15	143	34	50	11	6	5
Professionals	Female	165	8	8	6	68	14	60	5	5	5
	Male	160	7	7	9	89	15	60	5	5	5
Sub-totals	Female	273	8	8	6	123	50	105	15	12	14
	Male	386	37	7	24	278	94	150	19	14	14
Totals		659	45	15	30	401	144	255	34	26	28

FINANCIAL COMPETENCY DEVELOPMENT: PROGRESS REPORT*						
Description	A Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c))	Consolidated: Total A and B	Consolidated; Competency assessments completed for A and B (Regulation 14(4)(b) and (d))	Consolidated: total number of officials whose performance agreements comply with regulation 16 (Regulation 14(4)(f))	Consolidated: Total Number of officials that meet the prescribed competency levels (Regulation 14(4)(e))
<b>Financial Officials</b>						
Accounting Officer	1	0	1	0	0	0
Chief Financial Officer	1	0	1	0	0	1
Senior Managers	5	0	5	0	5	4
Any other financial officials	235	0	235	0	0	27
<b>Supply Chain Management Officials</b>						1
Heads of supply chain management units	3	0	1	0	0	1

FINANCIAL COMPETENCY DEVELOPMENT: PROGRESS REPORT*						
Description	A Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c))	Consolidated: Total A and B	Consolidated; Competency assessments completed for A and B (Regulation 14(4)(b) and (d))	Consolidated: total number of officials whose performance agreements comply with regulation 16 (Regulation 14(4)(f))	Consolidated: Total Number of officials that meet the prescribed competency levels (Regulation 14(4)(e))
Supply chain management senior managers	1	0	1	0	0	0
<b>TOTAL</b>	<b>246</b>	<b>0</b>	<b>246</b>	<b>0</b>	<b>5</b>	<b>34</b>
This is a statutory report under the national treasury: LG MFMA Regulations						

SKILLS DEVELOPMENT EXPENDITURE										
'000										
Management Level	Gender	Employee es as at the beginnin g of the year	Number of skilled employees required and actual as at 30 June 2017							
			Learnerships		Skills programmes and other short courses		Other forms of training		Total	
		No.	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual
MM and S57	Female	3	-	-	35 000	35 000	20 000	20 000	-	-
	Male	3	-	-	20 000	18 000	20 000	-	-	-
legislators, Senior Officials &	Female	229	-	-	300 000	390 000	20 000	20 000	-	-
	Male	305	-	-	780 000	391 500	40 000	20 000	-	-
Professionals	Female	188	195 000	143 200	200 000	201 200	60 000	60 000	-	-
	Male	160	171 000	125 300	600 000	250 100	60 000	60 000	-	-
Technicians and associate professionals	Female	29	-	-	400 000	349 256.86	40 000	40 000	-	-
	Male	133	195 626	625 500	780 000	780 600	80 000	80 000	-	-
Clerks	Female	311	171 173	143 200	200 000	350 000	-	-	-	-
	Male	237	130 120	125 300	300 000	280 500	-	-	-	-
Service and sales workers	Female	137	-	-	200 000	420 400	-	-	-	-
	Male	344	-	-	200 000	700 625	-	-	-	-
Plant and machine operators & assemblers	Female	21	-	-	200 000	376 800	-	-	-	-
	Male	249	-	-	400 000	789 980	-	-	-	-
Elementary occupations	Female	794	-	-	200 000	190 000	-	-	-	-
	Male	919	-	-	400 000	718 156.87	-	-	-	-
Sub-totals	Female	1702	366 173	286 400	173500 0	2312656.86	140 000	140 000	-	-

SKILLS DEVELOPMENT EXPENDITURE										
'000										
Management Level	Gender	Employee es as at the beginnin g of the year	Number of skilled employees required and actual as at 30 June 2017							
			Learnerships		Skills programmes and other short courses		Other forms of training		Total	
		No.	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual
	Male	2347	496 746	876 100	348000 0	3929461.85	200 000	160 000	-	-
Totals		4049	862 919	116250 0	521500 0	6242118.71	340 000	300 000	-	-
% AND *R VALUE OF MUNICIPAL SALARIES (ORIGINAL BUDGET) ALLOCATED FOR WORKPLACE SKILLS PLAN										

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

The lack of budgetary provision for internship and bursaries meant that these internal annual projects were not implemented in the 16/17 financial year. The Internship programme was however supplemented in partnership and workplace placement of externally funded learners. Training numbers planned were impacted by delays in the internal procurement and approval processes due to the lack of suitable providers sourced. These delays caused funding provision for the appointment of training providers to become exhausted and the training planned will hereafter only be implemented in the 2017/2018 Financial Year.

The Skills Development Unit has made application for relevant Discretionary Grants from the LGSETA to cover the costs of learnerships.

## MANAGING THE WORKFORCE EXPENDITURE

### INTRODUCTION TO WORKFORCE EXPENDITURE

The municipality has made a concerted effort to manage workforce expenditure by improving the management and control of overtime.

This included the centralisation of the processing of leave and overtime to ensure conformity, and the introduction of standardised pre-approval and overtime claim forms to address such issues as the necessity for work to be carried out after hours, verification that the time claimed was justified in relation to the work done, location of work, vehicle usage, compliance with policy and availability of funding amongst others.

The overtime policy and procedures are also being reviewed to improve the management and control of overtime. Planning for a bio-metric time and attendance system is currently underway to improve control over staff attendance.

## EMPLOYEE EXPENDITURE

NUMBER OF EMPLOYEES WHOSE SALARIES WERE INCREASED DUE TO THEIR POSITIONS BEING UPGRADED		
Beneficiaries	Occupation	Total
Skilled (Levels 3-5)	Call Centre Agent	5
	Clerk	4
	Handyman I	1
	Plant Operator	2
	Cleaning & Grounds Supervisor	1
	Driver	5
	Tree Cutter	1
	WCA/ Admin Clerk	1
	Snr Clerk	2
	Buyer	1
	ECC Controller	6
	Fire Fighter	11
	HCT Counsellor	1
	Nursing Assistant	3
	Ripening Room Controller	1
	Storeman	5
	Technical Clerk	4
	Weighbridge Controller	2
Highly skilled production (Levels 6-8)	Artisan/ Bricklayer	1
	Bricklayer	1
	Carpenter	1
	HR Officer	1
	Plans Examiner	1
	Plumber	1
	Vehicle Pool Controller	1
	Admin Officer	3
	Foreman	5
	Job Writer	3
	Monitoring Officer	4
	Primary Health Care Nurse	1
	Sub-Accountant	1
	Supervisor	6
Highly skilled production (Levels 9-12)	Auditor	2
	Community Development Facilitator	2
	Co-ordinator	1
	Environmental Health Practitioners	3
	Senior Liaison Officer	1
	Snr Education & Technical Officer	1
	Service Desk Officer	1
	Superintendent	2
	Electronic Engineer	1
	Security Superintendent	1
	Assistant Chief Fire Officer	3
	Chief Town Planner	1
	Manager	4
Senior management (Levels 13-16)	Chief Audit Executive	1
	Senior Manager	8
MM and S57		0

# EMPLOYEES WHOSE SALARY LEVEL EXCEEDS THE GRADE DETERMINED BY JOB EVALUATION

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Accountant	1	T12	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Admin Assistant	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Admin Clerk	9	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Admin Officer	8	T9	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Arbourists	3	T5	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Area Manager	5	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Artisan (Printing)	2	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Audit Supervisor	1	T13	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Beneficiary Administrator	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Building Inspector	6	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Business Analyst	2	T12	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Buyer	1	T9	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Cable Layer	1	T5	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
CAD / GIS Operator		T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Call Centre Agent	4	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Capturing Clerk	2	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Caretaker	7	T6	B405	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Cashier	26	T5	B100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Chief Accountant	2	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Chief Building Inspector	1	T13	D200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Clerk	143	T6	B3/4	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Clerk of Works	2	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Committee Officer	14	T10	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Community Development Facilitator	6	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Community Liaison	1	T7	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Conservation Supervisor	1	T7	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Contract Admin Officer	5	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Control Officer	2	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Co-ordinator	2	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Co-ordinator	2	T11	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Co-ordinator	3	T14	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Crematoria Operators	2	T6	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Customer Liason Officer	1	T6	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Customer Service Officer	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Data Capturer	2	T5	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Desktop Publisher	1	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Desktop Support Technician	3	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Disaster Management Assistant	1	T6	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
District Horticulturalist	3	T12	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value



Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Driver	11	T4	A400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Driver / VIP Protectors	3	T7	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
ECC Contoller	1	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Economist	1	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Education & Training Co-ordinator	1	T13	D200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Education Officer Art	1	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Education, Development & Training Practitioner	4	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Electrician	21	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Engineer/ Technologist	1	T14	D300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Exit Controller	4	T5	B100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Faultsman	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Field Hygiene Worker	7	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Financial Controller	1	T14	D300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Financial Officer	3	T16	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Firefighter	30	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Foreman	7	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
General Assistant	783	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
GIS Technician	1	T9	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Hall Assistants	8	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Handyman	16	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
High Speed Copier Op	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
HIV / AIDS Counsellor & Trainer	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Housing Officer	1	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
HR Manager	1	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
HR Officer	1	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Hydrant Maintenance Inspector	1	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
ICT Projects Administrator	1	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Information Officer	1	T6	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Inspector	13	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Installation Inspector	1	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Interpreter / Translator	9	T10	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Legal Advisor: Bylaws and Policies	2	T17	E200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Liaison Officer	2	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Librarian	12	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Library Assistant	45	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Licencing Clerk	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Licensing Inspector	6	T9	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Loss Officers	1	T7	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Maintenance Supervisor	1	T8	C100	Migration to new structure - previous perceived grading, implementation of TASK

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
				with lower monetary value
Manager	1	T13	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Manager	5	T14	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Manager	16	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Market Controller	1	T5	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Market Inspector	1	T9	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Mechanic	9	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Occupational Health Practitioner	2	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Officer	2	T10	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Officer	4	T12	D300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Operations Controller	1	T7	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Operator	1	T4	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Personal Assistant	10	T7	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Petrol Attendant	3	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Plans Examiner	1	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Plant Operator	2	T6	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Plumber/ Fitter	1	T10	B506	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Pool Attendants	8	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Pools Assistants	3	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Pools Supervisors	6	T9	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Principal Accountant	2	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Principal Admin Officer	2	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Principal Survey CAD Operator	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Principal Technician	2	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Printing Assistant	1	T4	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Promotions & Administration Officer	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Receptionist	7	T5	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Records Controller	1	T7	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Recruitment Officer	1	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Revenue Clearance Officer	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Road Markers	12	T3	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Safety Officer	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Secretary	13	T7	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Security Officers	102	T7	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Clerk (Benefits)	1	T9	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Librarian	3	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Admin Officer	4	T10	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Building Inspector	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Cashier	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Clerk	19	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Senior Control Officer	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Driver	1	T6	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Groundsman Central & Ashburton	3	T8	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Librarian	4	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Library Assistant	18	T7	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Manager: Secretariat & Auxiliary Services	1	T16	E200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Plant Operator	3	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Project Officer	1	T14	D300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Technician	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Server Administrator	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Serviceman	3	T7	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Signs Inspector	2	T7	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Snr Engineer: Design	1	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Snr Technician	10	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Social Worker	1	T12	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Storeman	2	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Stores Clerk	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Stores Controller: Dispatching	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Summons Servers	1	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Superintendent: Road Signs & Road Marking	1	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Super-Users	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Supervisor	16	T11	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Survey Technician	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Systems Operator	1	T9	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Technical Clerk	1	T7	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Technical Officer Art	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Technician / Snr Technician	7	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Telephonist	4	T5	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Town Planner	4	T12	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Tractor Driver	28	T5	B100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Traffic Officer	42	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Traffic Warden	40	T5	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Truck Driver	3	T5	B100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Tyre Fitter	1	T4	A400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Valuer	2	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Ward Strategy Facilitator	2	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Water Services Authority Manager	1	T16	E200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
WCA/ Admin Clerk (OH)	1	T7	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Yard Supervisor	1	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
				with lower monetary value

EMPLOYEES NOT APPOINTED TO ESTABLISHED POSTS		
BUSINESS UNIT	POST TITLE	COMMENTS
Budget & Treasury	Fin.Support Service Manager	Employee unallocated to approved structure – Close match not identified
Budget & Treasury	Fin.Support Service Manager	Employee unallocated to approved structure – Close match not identified
Budget & Treasury	Principal Accountant	Employee unallocated to approved structure – Close match not identified
Budget & Treasury	Principal Clerk	Employee unallocated to approved structure – Close match not identified
Budget & Treasury	Fin.Support Service Manager	Employee unallocated to approved structure – Close match not identified
Budget & Treasury	Senior Systems Analyst	Employee unallocated to approved structure – Close match not identified
Community	Project Manager	Employee unallocated to approved structure – Close match not identified
Community	Senior Technician	Employee unallocated to approved structure – Close match not identified
Community	Professional Engineer	Employee unallocated to approved structure – Close match not identified
Community	Senior Technician	Employee unallocated to approved structure – Close match not identified
Community	Operations Manager (Waste M)	Employee unallocated to approved structure – Close match not identified
Community	Education Officer	Employee unallocated to approved structure – Close match not identified
Community	Plant Operator 1	Employee unallocated to approved structure – Close match not identified
Community	Clerk 2	Employee unallocated to approved structure – Close match not identified
Community	Hort. Supervisor	Employee unallocated to approved structure – Close match not identified
Community	Plumber	Employee unallocated to approved structure – Close match not identified
Community	Senior Groundsman	Employee unallocated to approved structure – Close match not identified
Community	Principal Admin Officer	Employee unallocated to approved structure – Close match not identified
Community	Sprayer	Employee unallocated to approved structure – Close match not identified
Community	Special Events Co-Ordinator	Employee unallocated to approved structure – Close match not identified
Community	Hort. Supervisor	Employee unallocated to approved structure – Close match not identified
Community	Sprayer	Employee unallocated to approved structure – Close match not identified

EMPLOYEES NOT APPOINTED TO ESTABLISHED POSTS		
BUSINESS UNIT	POST TITLE	COMMENTS
Community	Hort. Supervisor	Employee unallocated to approved structure – Close match not identified
Community	Hort. Supervisor	Employee unallocated to approved structure – Close match not identified
Community	Town Supervisor	Employee unallocated to approved structure – Close match not identified
Community	Handyman's Assistant	Employee unallocated to approved structure – Close match not identified
Community	Handyman's Assistant	Employee unallocated to approved structure – Close match not identified
Community	Principal Admin Officer	Employee unallocated to approved structure – Close match not identified
Community	Senior Library Assistant	Employee unallocated to approved structure – Close match not identified
Community	Senior Library Assistant	Employee unallocated to approved structure – Close match not identified
Community	Senior Library Assistant	Employee unallocated to approved structure – Close match not identified
Community	Senior Library Assistant	Employee unallocated to approved structure – Close match not identified
Community	Driver 1	Employee unallocated to approved structure – Close match not identified
Community	Building Supervisor	Employee unallocated to approved structure – Close match not identified
Community	Administrative Officer 1	Employee unallocated to approved structure – Close match not identified
Community	Clerk	Employee unallocated to approved structure – Close match not identified
Community	Executive Secretary	Employee unallocated to approved structure – Close match not identified
		Employee unallocated to approved structure – Close match not identified
		Employee unallocated to approved structure – Close match not identified
Corporate Services	Hr Support Services Manager	Employee unallocated to approved structure – Close match not identified
Corporate Services	Hr Support Services Manager	Employee unallocated to approved structure – Close match not identified
Corporate Services	Information Manager	Employee unallocated to approved structure – Close match not identified
Corporate Services	Idp Manager	Employee unallocated to approved structure – Close match not identified
Corporate Services	Systems & Remun Manager	Employee unallocated to approved structure – Close match not identified
Corporate Services	Employee Relations Manager	Employee unallocated to approved structure – Close match not identified
Corporate Services	Bakced Support Technician	Employee unallocated to approved structure – Close match not identified
Corporate Services	Service Desk Consultant	Employee unallocated to approved structure –



EMPLOYEES NOT APPOINTED TO ESTABLISHED POSTS		
BUSINESS UNIT	POST TITLE	COMMENTS
		Close match not identified
Corporate Services	Manager Hr & Administration	Employee unallocated to approved structure – Close match not identified
Corporate Services	Performance Management Prac	Employee unallocated to approved structure – Close match not identified
Corporate Services	Personnel Manager	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Manager Hr & Administration	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Admin. Officer	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Admin. Officer	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Technician	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Office Assistant	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Assistant Records Controller	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Clerk 2	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Clerk 2	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Senior Messenger	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Clerk 2	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Technician	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Chief Accountant	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Clerk 1	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Handyman	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Trade-Hand (Mechanical)	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Trade-Hand (Mechanical)	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Artisan's Assistant	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Artisan's Assistant	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Fleet Maint Manager	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Trade-Hand (Mechanical)	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Clerk 1	Employee unallocated to approved structure – Close match not identified

EMPLOYEES NOT APPOINTED TO ESTABLISHED POSTS		
BUSINESS UNIT	POST TITLE	COMMENTS
Infrastructure Services	Trade-Hand (Mechanical)	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Senior Artisan's Assistant	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Semi-Skilled Worker	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Handyman 1	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Senior Artisan's Assistant	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Senior Artisan's Assistant	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	It Specialist	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Manager Tariff Design & Met	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Accountant	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Service Applica Proces Clerk	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Senior Clerk	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Driver	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Technician	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Manager Customer Retention	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Supervis New Serv Reinsstate	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Prepayment Marketing Officer	Employee unallocated to approved structure – Close match not identified
Infrastructure Services	Chief O & D Officer	Employee unallocated to approved structure – Close match not identified
MM	Communications Officer	Employee unallocated to approved structure – Close match not identified
MM	I.D. Co-Ordinator	Employee unallocated to approved structure – Close match not identified
MM	Internal Auditor	Employee unallocated to approved structure – Close match not identified
MM	Caretaker 1	Employee unallocated to approved structure – Close match not identified
Sustainable Development	Market Manager	Employee unallocated to approved structure – Close match not identified
Sustainable Development	Co-Coordinator-Pth	Employee unallocated to approved structure – Close match not identified
Sustainable Development	Executive Secretary	Employee unallocated to approved structure – Close match not identified
		Employee unallocated to approved structure –

EMPLOYEES NOT APPOINTED TO ESTABLISHED POSTS		
BUSINESS UNIT	POST TITLE	COMMENTS
		Close match not identified
Sustainable Development	Town Planner	Employee unallocated to approved structure – Close match not identified

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

The process of Job Evaluation was concluded in the 15/16 financial year. Grade anomalies across the organization are as a result of the monetary variance between TASK and Patterson Grading systems as well as the fact that before implementation of the 2013 structure, Msunduzi did not have graded posts and all employees were held against perceived grades which in some cases were escalated.

## 6. COMPONENT F: CORPORATE BUSINESS UNIT

This component includes: council and executive & internal audit.

### 6.1 COUNCIL AND EXECUTIVE

#### INTRODUCTION TO EXECUTIVE AND COUNCIL

The Executive and Council include all administrative support that is provided to the offices of the Mayor, Speaker and Municipal Manager. This includes, inter alia, meetings of Council and its committees and support related to the functioning of ward committees.

The Executive and Council Support Unit is headed by the Process Manager: Sound Governance. The main purpose for the existence of this Unit is to give administrative support, primarily to Council and its committees and to ensure smoothness of Council's decision making process.

The Unit in turn comprises three sub-units, namely Secretariat, Information Centre and Printing.

The Unit commits itself to providing efficient printing service to Council & business units; quality minutes and efficient record keeping of all minutes of Council and its committees.

In an attempt to improve its performance in so far as it concerns the quality management of minutes the Unit introduced various levels of accountability to check agendas and minutes so as to minimize errors and material amendments respectively. In addition, the decisions of Executive and Management Committees are electronically captured at meetings and confirmed at the end of each meeting so as to speed up the implementation of thereof.

#### SERVICE STATISTICS FOR COUNCIL & EXECUTIVE

SERVICE STATISTICS FOR COUNCIL & EXECUTIVE 2016 /2017	
COUNCILLORS AND COMMITTEE MEETING DATA 2016 / 2017	
ITEM	NUMBER
Total number of Councillors	78
Total number of Executive Committee Members	10
Total number of wards	39
Total number of ward committee meetings	146
Total number of community meetings	87
<b>NUMBER AND TYPE OF COUNCIL COMMITTEE MEETINGS:</b>	
Full Council	14
Executive Committee	28
Corporate Services	8
Financial Services	12
Infrastructure Services	7
Community Services	7
Sustainable Development & City Entities	10
Municipal Public Accounts Committee	13

COUNCIL & EXECUTIVE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
OTS 01	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Functioning of Ward Committees	Annual Schedule of meetings	All	Annual schedule of meetings 2017/2018 FY (ward committees & community meetings) submitted to CoGTA by the 30th of June 2017	Annual schedule of meetings 2017/2018 FY (ward committees & community meetings) submitted to CoGTA by the 30th of June 2017	3 (100% - 129%)
OTS 04	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Transmission (forwarding) of service delivery requests to customer care	Reports	All	All service delivery requests reported per ward directly to the Office of the Speaker to be forwarded to customer care / relevant business units within 8 hours from the time it is reported by the 30th of June 2017	All service delivery requests reported per ward received via ward committees to be forwarded to customer care / relevant business units within 8 hours from the time it is reported by the 30th of June 2017	3 (100% - 129%)
OTS 08	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Transmission (forwarding) of service delivery requests to customer care	Reports	All	All service delivery requests reported per ward received via ward committees to be forwarded to customer care / relevant business units within 8 hours from	All service delivery requests reported per ward received via ward committees to be forwarded to customer care / relevant business units within 8 hours from the time it is reported by	3 (100% - 129%)

COUNCIL & EXECUTIVE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
					the time it is reported by the 30th of June 2017	the 30th of June 2017	
MSP 01	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Mayoral Special Programmes	Annual Calendar of Events	All	Annual calendar of events for Mayoral Special Projects 2017/2018 financial year submitted to SMC for approval by the 31st of May 2017	Annual calendar of events for Mayoral Special Projects 2017/2018 financial year submitted to SMC for approval by the 31st of May 2017	3 (100% - 129%)
MSP 03	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Mayoral Special Programmes	Reports	All	12 x monthly reports on Mayoral Special Projects submitted to the Operational Management Committee by the 30th of June 2017	12 x monthly reports on Mayoral Special Projects submitted to the Operational Management Committee by the 30th of June 2017	3 (100% - 129%)

COUNCIL & EXECUTIVE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
MSP 04	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Back to Basics	Reporting	All	12x Monthly Reports on the Back to Basics National Template prepared and submitted to Council by the 30th of June 2017	12x Monthly Reports on the Back to Basics National Template prepared and submitted to Council by the 30th of June 2017	3 (100% - 129%)
IDP01	CROSS CUTTING ISSUES	Integrated Developmen t Planning	Develop and review the IDP.	N/A	1 x IDP Review 2017/2018 FY completed by the 31st of May 2017	1 x IDP Review 2017/2018 FY completed by the 30th of June 2017	3 (100% - 129%)
IDP02	CROSS CUTTING ISSUES	Integrated Developmen t Planning	Develop and review the IDP.	N/A	Draft IDP/Budget/P MS Process plan 2017/2018 FY developed and submitted to SMC by the 31st of August 2016 for approval and onwards submission to CoGTA	Draft IDP/Budget/PM S Process plan 2017/2018 FY developed and submitted to SMC by the 31st of August 2016 for approval and onwards submission to CoGTA	3 (100% - 129%)

COUNCIL & EXECUTIVE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
IDP03	CROSS CUTTING ISSUES	Integrated Developmen t Planning	Internal alignment session	N/A	4 x Internal Alignment working group sessions facilitated by the 31st of May 2017	4 x Internal Alignment working group sessions facilitated by the 31st of May 2017	3 (100% - 129%)
MKT 01	NKPA 1 - MUNICIPAL TRANSFORMAT ION & ORGANIZATION AL DEVELOPMENT	Events Managemen t	Events Coordinatio n	N/A	A Municipal Events Calendar 2017/2018 FY developed and submitted to SMC by the 30th of June 2017 for approval by Council	A Municipal Events Calendar 2017/2018 FY developed and submitted to SMC by the 30th of June 2017 for approval by Council	3 (100% - 129%)
MKT 02	NKPA 1 - MUNICIPAL TRANSFORMAT ION & ORGANIZATION AL DEVELOPMENT	Municipal Publications	Internal Newsletter	N/A	10 X Internal Newsletters published on Corporate Communicati ons and Municipal Website by the 30th of June 2017	11X Internal Newsletters published on Corporate Communication s and Municipal Website by the 30th of June 2017	3 (100% - 129%)



COUNCIL & EXECUTIVE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
MKT 03	NKPA 1 - MUNICIPAL TRANSFORMAT ION & ORGANIZATION AL DEVELOPMENT	Municipal Publications	External newsletter	N/A	12 x Monthly Msunduzi Newspapers have been developed and published by the 30th of June 2017	12 x Monthly Msunduzi Newspapers have been developed and published by the 30th of June 2017	3 (100% - 129%)
MKT 04	NKPA 1 - MUNICIPAL TRANSFORMAT ION & ORGANIZATION AL DEVELOPMENT	Review Marketing and Communicat ion strategy	Strategy review	N/A	Reviewed Marketing and Communicati ons Strategy developed and submitted to SMC by the 30th of June 2017	Reviewed Marketing and Communication s Strategy developed and submitted to SMC by the 30th of June 2017	3 (100% - 129%)
PMS 01	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Organization al Performance Managemen t	SDBIP	N/A	Draft SDBIP 2017/2018 submitted to the Mayor for approval within 28 days after the approval of the budget	Draft SDBIP 2017/2018 submitted to the Mayor for approval within 28 days after the approval of the budget (28 June 2017)	3 (100% - 129%)

COUNCIL & EXECUTIVE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
PMS 03	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Organization al Performance Managemen t	Organizatio nal performanc e managemen t framework review	N/A	Annual organizational performance management framework 2017/2018 reviewed and submitted to SMC by the 31st of May 2017	Annual organizational performance management framework 2017/2018 reviewed and submitted to SMC by the 31st of May 2017	3 (100% - 129%)
PMS 05	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Individual Performance Managemen t	Individual performanc e managemen t framework review	N/A	Annual individual performance management framework 2017/2018 reviewed and submitted to SMC by the by the 31st of May 2016	Annual individual performance management framework 2017/2018 reviewed and submitted to SMC by the by the 31st of May 2016	3 (100% - 129%)
PMS 06	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Organization al Performance Managemen t	SDBIP	N/A	Approved SDBIP 2016/2017 made public on municipal website within 14 days after the approval by the mayor	Approved SDBIP 2016/2017 made public on municipal website within 14 days after the approval by the mayor (published on the 22nd of June 2016)	3 (100% - 129%)

COUNCIL & EXECUTIVE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
SG 01	NKPA 1 - MUNICIPAL TRANSFORMAT ION & ORGANIZATION AL DEVELOPMENT	Improving Corporate Services Compliance and Risk Reduction	Minute Taking in Meetings	ALL	All minutes of Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2017	All minutes of Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2017	3 (100% - 129%)
SG 02	NKPA 1 - MUNICIPAL TRANSFORMAT ION & ORGANIZATION AL DEVELOPMENT	Improving Corporate Services Compliance and Risk Reduction	Making public Council and Council Committee	ALL	44 x weekly schedules of Portfolio Committee meetings prepared and published on Corporate Communicati on every Friday by the 30th of June 2017	44 x weekly schedules of Portfolio Committee meetings prepared and published on Corporate Communication every Friday by the 30th of June 2017	3 (100% - 129%)

COUNCIL & EXECUTIVE POLICY OBJECTIVES TAKEN FROM IDP							
SDBIP REFEREN CE	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUA L (1,2,3, 4,5, Not Applic able)
SG 03	NKPA 1 - MUNICIPAL TRANSFORMAT ION & ORGANIZATION AL DEVELOPMENT	Improving Corporate Services Compliance and Risk Reduction	Making public Council and Council Committee	ALL	12 x monthly schedules of Portfolio Committee meetings prepared and published on Corporate Communicati on every last week of the month by the 30th of June 2017	12 x monthly schedules of Portfolio Committee meetings prepared and published on Corporate Communication every last week of the month by the 30th of June 2017	3 (100% - 129%)

EMPLOYEE: CORPORATE BUSINESS UNIT					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	10	8	5	3	38
T04-T08	9	145	98	47	32
T09-T13	10	32	9	23	72
T14-T18	10	19	9	10	53
T19-T22	3	2	1	1	50
T23-T25	6	1	0	1	100
<b>Total</b>	<b>48</b>	<b>207</b>	<b>122</b>	<b>85</b>	<b>41</b>

FINANCIAL PERFORMANCE 2016/2017: COUNCIL & EXECUTIVE					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)					
Expenditure:					
Employees		82 499	82 499	80 725	-2%
Repairs and Maintenance		2 582	2 582	1 437	-80%
Other		85 634	85 634	68 357	-25%
<b>Total Operational Expenditure</b>		170 715	170 715	150 519	-13%
<b>Net operational (Service) Expenditure</b>		-170 715	-170 715	-150 519	

CAPITAL EXPENDITURE: COUNCIL & EXECUTIVE					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
Project A Transport Assets	3 637	3 637	3 553	-2%	
Project B Furniture	157	157	131	-20%	
Project C Computer Equipment	19	19	19	nil	
Project D					

FINANCIAL PERFORMANCE 2016/2017: SECRETARIAT & AUXILLIARY SERVICES (505/506/507)					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)	0	0	0	0	0
Expenditure:					
Employees	18 188	19 638	21 621	21 487	-0.6%
Repairs and Maintenance	47	107	181	144	-20%
Other	-20 038	1 474	4 166	-3 019	27%
<b>Total Operational Expenditure</b>	-1 803	21 219	25 968	18 612	-28%
<b>Net operational (Service) Expenditure</b>	-1 803	21 219	25 968	18 612	-28%

<b>NOTE 4</b>			
<b>Other comprises of the following :</b>			
		<b>R'000</b>	
	<b>Original Budget</b>	<b>Adjusted Budget</b>	<b>Actual Expenditure</b>
<b>NONF:MRC</b>	<b>85</b>	<b>564</b>	<b>-5 504</b>
<b>LEVS : MRC</b>	<b>1 389</b>	<b>3 466</b>	<b>2 417</b>
<b>LEVS :AH:NIF:COMPUTER</b>	<b>0</b>	<b>136</b>	<b>68</b>
<b>TOTALS</b>	<b>1 4 74</b>	<b>4 166</b>	<b>-3 019</b>

<b>CAPITAL EXPENDITURE: SOUND GOVERNANCE</b>					
					<b>R'000</b>
<b>Details</b>	<b>2016/2017</b>				
	<b>Budget</b>	<b>Adjustment Budget</b>	<b>Actual Expenditure</b>	<b>Variances to Adjusted Budget %</b>	<b>Total Project Value</b>
<b>Total All</b>	7 105	124	131	6	
Project A : COMPUTER EQUIPMENT	85	13	13	100	13
Project B ; MACHINERY AND EQUIPMENT	0	58	58	100	58
Project C : FURNITURE AND EQUIPMENT	0	9	9	100	9
Project D : FURNITURE - SECRETARIAT	55	33	40	21	21
Project E : COMPUTER SOFTWARE -	70	0	0	0	0
Project F : MACHINERY AND EQUIP -	0	11	11	100	11
Project G : JIKA JOE	6895	0	0	0	0

#### **COMMENT ON THE PERFORMANCE OF THE EXECUTIVE AND COUNCIL:**

In the 2016/2017 financial year portfolio committees held meetings on a regular basis and this can be seen in the summary provided above. Msunduzi Municipality was also able to meet the legislative deadlines in the development and submission of the Annual Performance Report for 2015/2016, Annual Report 2015/2016, Oversight Report 2015/2016 and also the Section 72 Mid-Year Budget & Performance review.

## **6.2 INTERNAL AUDIT**

### **INTRODUCTION TO INTERNAL AUDIT**

Internal Audit is an independent, objective, assurance and consulting activity designed to add value and improve the municipality's operations. The unit assists the municipality in accomplishing its objectives through a systematic, disciplined approach to evaluate and improving the effectiveness of risk management, system of the internal control and governance processes. By its nature, Internal Audit Unit is a governance structure which facilitates improvement on service delivery vehicle by reviewing the design and effectiveness of the system of internal controls around the core mandate and support functions of the municipality. Its role is critical in promoting and enhancing control environment through auditing and recommending solutions to management.

The King III report on Cooperative Governance accepts the need for the Audit Committee in the pursuit of good governance. It aligns the function of internal and external audit directly with the oversight by the Audit Committee. There are other oversight committees of Council who are role-players in the assurance space to advocate for the combined assurance model. The Audit Committee is located to financial reporting, risk management, governance, performance information and system of internal control space which the universal organization space.

A stronger mechanism between the Audit Committee and the various Council Oversight Committee structures which are responsible to ensure effective governance. If, for instance, an audit was undertaken on the quality of infrastructure provision and maintenance, the results of the audit are communicated to the Infrastructure Services Committee to enable it to play its oversight role. This makes the Portfolio Committee to play an oversight role on the system of internal control, risk management and governance in their respective Portfolios and enable them to monitor implementation of corrective measures rather than to rely on the reports by management which may be selective.

A positive change has been realized through internal audit effort by changing the approach of auditing. The planning includes focus on risks within the municipality, compliance with regularity framework, performance information and core mandate of the municipality. Focus has been placed on municipal entities as they were previously neglected and this has indicated that minimal oversight has been played by the responsible municipal officials and Council in ensuring that they adhere to the relevant legislation, policies and procedures and deliver on the mandate they were established for.

The internal audit unit established positive working relationships with its customers, thus in turn gaining trust of the business process owners and understanding that we are all working towards the broader vision and mission of the municipality.

Using a joint recommendation approach has been adopted between Internal Audit Unit and management, where management is advised to take full charge of findings and recommendations in order to derive the agreed action plan which reduces the risk exposure.

Audit Committee plays its oversight role and the General Managers are required to report on the progress in implementing internal audit recommendations and agreed action plan and this was aimed at improving performance and effectiveness of the system of internal control, risk management and governance.

## SERVICE STATISTICS FOR INTERNAL AUDIT

Internal Audit Unit is guided by its Annual Audit Plan for 2016/17 on the assurance function as approved by the Audit Committee, anti-fraud and corruption strategy and risk management operations.

Forty four (44) audits were planned for the 2016/17 financial year. Overall performance was good even though there were challenges with the financial management system that is being implemented by the Municipality. During the 2016/17 financial year, the Internal Audit Unit also performed six (6) ad-hoc assignments which were not initially part of the plan. Internal Audit plan had an increased balanced coverage despite limited resources.

The Internal Audit Unit provided risk assurance on the SAP implementation project which was identified due to its high value to ensure that the Municipality is not disadvantaged and the project is completed within the set timeframes to avoid unnecessary cost escalations.

INTERNAL AUDIT POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENC E	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRES S - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicabl e)
IA01	NKPA 1 - MUNICIPAL TRANSFORMATIO N & ORGANIZATIONA L DEVELOPMENT	Assurance Services	Developme nt of an Annual Audit Plan	N/A	Developmen t & submission of an Annual Audit plan for 2017/18 FY to the Audit Committee for approval by the 30th of June 2017	Internal Audit Plan for the 17/18 financial year was submitted and approved by the Audit Committe e on 2 June 2017.	4 (130% - 149%)
IA03	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Assurance Services	Review of the Internal Audit charter	N/A	Internal Audit Charter reviewed & submitted to the Audit Committee for approval by the 30th of June 2017	Internal Audit Charter was submitted and approved by the Audit Committe e on 2 June 2017.	4 (130% - 149%)



INTERNAL AUDIT POLICY OBJECTIVES TAKEN FROM IDP							
OP REFERENC E	NATIONAL KEY PERFORMANCE AREA	PROGRAMM E	PROJECT	WAR D	ANNUAL TARGET	ANNUAL PROGRES S - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicabl e)
IA04	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Assurance Services	Review of the Audit Committee charter	N/A	Audit Committee Charter reviewed & submitted to the Audit Committee for approval by the 30th of June 2017	Audit Committee Charter was submitted and approved by the Audit Committee on 2 June 2017.	4 (130% - 149%)
IA05	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Assurance Services	Effective Independent Oversight by the Audit Committee	N/A	Audit Committee meetings facilitated by the Internal Audit Unit as per the approved work plan/calend ar of the Audit Committee by the 30th of June 2017	7 Audit Committee meetings have been held during the 2016/17 financial year.	4 (130% - 149%)

EMPLOYEE: INTERNAL AUDIT					
Job Level	2015/2016	2016/2017			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	-	-	-	-
T04-T08	1	2	1	1	50
T09-T13	1	16	4	12	75
T14-T18	3	3	2	1	33
T19-T22	1	1	1	0	0
T23-T25	-	-	-	-	-
<b>Total</b>	<b>6</b>	<b>22</b>	<b>8</b>	<b>14</b>	<b>64</b>

FINANCIAL PERFORMANCE 2016/2017: INTERNAL AUDIT					
R'000					
Details	2015/2016	2016/2017			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue</b> (excl. tariffs)					
Expenditure:					
Employees		7 132	7 132	7 085	-0.7%
Repairs and Maintenance		nil	nil	nil	nil
Other		15 887	15 887	15 564	-2%
<b>Total Operational Expenditure</b>		23 019	23 019	21 649	-6%
<b>Net operational (Service) Expenditure</b>		-23 019	-23 019	-21 649	

CAPITAL EXPENDITURE: INTERNAL AUDIT					
R'000					
Details	2016/2017				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
Project A Office Equipment	168	168	161	-4%	

#### COMMENT ON THE PERFORMANCE OF INTERNAL AUDIT OVERALL

Overall performance indicates a solid foundation, independence and significantly improved maturity level of the Internal Audit Unit during the 2016/17 financial year. Internal Audit plan had an increased balanced coverage despite limited resources.

Project Risk Assurance on high impact projects or project of high values which are susceptible to fail or completed on ballooned budgets was introduced and will improve project management within the municipality and it sets forth the precise expectation of the desired output.

Whistle-blowing hotline is continuing and managed independently by Deloitte.

The unit intends automating its methodology by acquiring internal audit software in the near future.

## **7. COMPONENT G : SAFE CITY – MUNICIPAL ENTITY – MSUNDUZI MUNICIPALITY**

**SAFE CITY MSUNDUZI NPC, Reg. No. 2010/024562/08**

**CHAIRPERSON'S ANNUAL REPORT - FOR THE YEAR ENDING 30TH JUNE 2017**

### **1. BACKGROUND**

Safe City Pietermaritzburg was formally constituted as an Association incorporated under section 21 of the Companies Act on 28 March 2002. The Intervention Team that took over Msunduzi Municipality administration, raised concerns that according to the MFMA that it is illegal to fund an organisation registered under section 21, and therefore, in order for Safe City to comply, it was compelled to register as a (Pty) LTD company. Subsequently, to ensure that Safe City complies with the MFMA, it was required to deregister as a section 21 company, and re-registered as Safe City Msunduzi (Pty) LTD in December 2010 thereby remaining legal as an entity of Msunduzi Municipality. Safe City then has been advised to register as a Non-For-Profit Company due to tax complications and the application has been approved by the Companies Intellectual Properties Commission (CIPC).

The Safe City project is a partnership which is governed by an agreement by which the Municipality would make the necessary financial resources available for the operation of the organisation as well as the capital expenditure required to extend the CCTV surveillance to other parts of the city. The Service Level Agreement (SLA) for the financial year 2016/17 forms part of a three-year SLA which has been agreed upon and signed by the Municipal Manager and Safe City Chairperson on the 30 July 2015.

### **2. DIRECTORS**

The following persons are Directors of Safe City Msunduzi NPC.

It must be noted that there are still vacancies to be filled to achieve the maximum composition of Board members.

<b>Name of Director</b>	<b>Background Details</b>	<b>Number of Board Meetings Attended</b>
		<b>No. of meetings held: 7</b>
Ms. Z Sokhela	Director of BP Cascades Service Station Past President and Member of PCB, Member of UFET Council, UKZN Council and Current chairperson of the Safe City Board of Directors.	6
Dr. P Dlamini	Lecturer at UKZN	2  Returned from study sabbatical
Mr V C Biggs	Retired Director: McCarthy Motors, Member of Allison Homes, Member of SAVS/NCVV, Member of BFC and Founder member of Safe City.	5
Ms. R Singh	Manager: Business Development: Risk & Compliance Dissemination: KwaZulu- Natal Law Society	3

Name of Director	Background Details	Number of Board Meetings Attended No. of meetings held: 7
Mr. S Ako- Nai	a) Occupation: Consultant & Academic & Coach b) Executive Consultant: Dydx Business Technologies c) Institute of Directors KZN Branch d) ISACA: Academic Advocate	3  On study sabbatical
Ass Comm. T Davis (ret)	Retired SAPS Area Commissioner: KZN Midlands Member of Business Fighting Crime and Regional Chairperson: The League of Retired SAPS Members.	5
Mr G Moody	Managing Director: Aluminium Foil Converters	5
The following directors have resigned during 2016/17		
Name of Director	Reason for resigning	Number of Board Meetings Attended
Mr. Winship	Health reasons	0
Mr. K Vorster	Re located to Umhlanga Rocks	3

### 3. PARTNERS

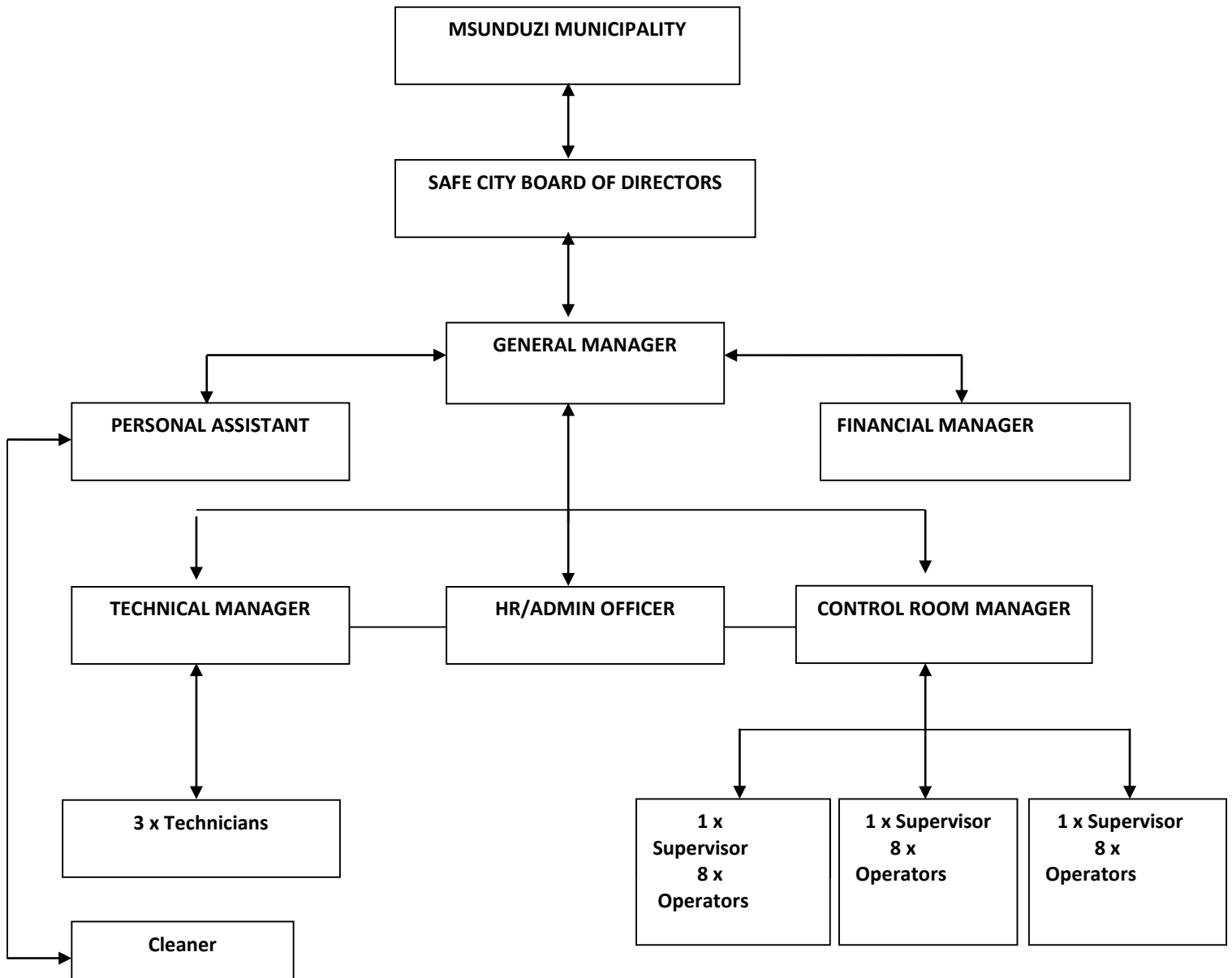
Safe City considers its partnership with the Msunduzi Municipality and the SAPS to be one of its notable strengths, while it also enjoys constructive relationships with the National Prosecuting Authority, BFC and various Community Police Forums. Operational meetings are being held on a daily, weekly as well as a monthly basis to discuss crime related matters and to improve this working relationship.

Safe City have a Traffic and Security representative who perform duties on week days between 07:00 and 16:00. A dedicated camera control desk has been made available solely for the purpose to detect bylaw infringements and to monitor traffic wardens performing point duty during peak traffic hours. There remains a dire need for a dedicated Municipal Response team to respond timeously to all bylaw infringements detected by Safe City. Incidents such as the posting of illegal abortions posters which defaces our beautiful city are detected on a daily basis but the response from Municipal Traffic and Security is not efficient in order to combat this menace.

Through Business Fighting Crime (BFC) Safe City retain its efficient communication with the Pietermaritzburg Business Sector. On request of the CEO of the Pietermaritzburg Chamber of Business, Safe City monitored a number of labour unrest situations in the industrial area by means of our mobile camera. The SAPS responded in conjunction with these deployments.

#### 4. STAFFING

##### SAFE CITY MSUNDUZI NPC ORGANOGRAM AS AT 30<sup>TH</sup> JUNE 2017



## **5. PARTICULAR MATTERS RELATING TO THE YEAR 2016/17**

### **5.1 Safe Guarding of Priority Primary Electrical Sub Stations.**

The primary sub stations as listed in the below is being monitored 24/7 at the Safe City Control Room as well as at the Electricity Dept. in Havelock Road. It needs however to be emphasized that the above installation is only phase 1 of three phases to ensure that all Msunduzi Priority substations are effectively safe guarded against vandalism and theft of equipment.

<b>Sub Station</b>	<b>Number of CCTV cameras</b>
Riverside	<b>16</b>
Retief Street	<b>18</b>
Prince Alfred	<b>15</b>
Mkodeni	<b>15</b>
Hesketh	<b>6</b>
Woodburn	<b>8</b>
Northdale	<b>8</b>
Pine Street	<b>14</b>

The above are been monitored 24/7 at the Safe City Control Room as well as at the Electricity Dept. in Havelock Road. It needs however to be emphasized that the above installation is only phase 1 of three phases to ensure that all Msunduzi Priority substations are effectively safe guarded against vandalism and theft of equipment.

### **5.2 Pietermaritzburg Airport and Fresh Produce Market.**

Safe City completed and submitted CCTV Proposal Plans for both the Pietermaritzburg Airport and Fresh Produce Market on request of the General Manager Sustainable Growth and City Entities. It is intended to upgrade the CCTV systems at both locations and link them to the Safe City Control Room. In order to ensure that both locations are monitored 24/7 it is intended for Safe City to perform a secondary monitoring function and relay images to the Joint Operation Centre (JOC) if and when there is a need for the JOC to be operational.

### **5.3 The Public Announcement System as a Law Enforcement Tool**

The PA system has been used with great success during the past financial year. Please see statistics in the below.

The PA system is being utilised for the following purposes:

When suspects are detected in an area, pedestrians or the public will be warned to be on the alert and to secure their valuables as they might become victims of crime.

Potential victims will be advised to secure their handbags or valuables against bag-snatchers or pick-pocketers.

Suspects will be warned that they are under surveillance which in turn will be reduce their opportunities to commit a crime.

It is envisaged that more speakers will be added in identified hotspot areas.

Type of Announcement	Number of Occasions
General Public Warnings	148
Fighting	55
Suspicious Behaviour	54
Municipal Bylaw Infringements	46
Warning unruly/drunken patrons	44
Possible Possession of Stolen Property	33
Possession of Dangerous Weapon	5
Other	11
<b>Total</b>	<b>396</b>

## **6. FINANCE:**

### **6.1 Safe City Capital Budget for 2016/17**

No capital budget was allocated to Safe City for the above-mentioned period.

Safe City has applied for the amount of R2 682 101 (exl vat) to upgrade the cctv surveillance system at the Pietermaritzburg Airport.

### **6.2 Safe City Operating Budget for 2016/17**

Safe City has applied for **R7 799 000** (incl vat) for the 2016/17 financial year in order to maintain its high level of service excellence. We would like to thank the Municipality for allocating the said amount to us. This increase has been used to maintain the ageing CCTV infrastructure and also to accommodate staff salary increases and benefits in accordance with PSIRA guidelines.

For the financial year 2017/18 the amount of **R8 901 068** (incl vat) has been applied for. The increase in budget allocation is to accommodate the estimate cost of **R550 000** to be paid to the Auditor General and the amount of **R380 000** to be paid for insuring assets which has been transferred from the Municipality to Safe City. The allocation will also be used to ensure that:

- staff salaries are as per the Sectorial 6 determinations
- staff benefits such as medical aid and pension fund is maintained.
- maintenance is conducted on the expanded CCTV system as per the SDBIP for 2016/17

### 6.3 Financial Contributors:

The following local companies and institutions paid for or gave discounts to Safe City in the day to day running of the business.

Name of Co	Value	Period	Event
Ben Booysen	<b>R15 000</b>	Per annum	Reduction in monthly maintenance of air conditioners
Business Fighting Crime	<b>R12 000</b>	Per annum	Monthly lease for the Coretalk SMS system, and monthly lease of Safe City Crime fighting APP
Mikros Traffic Monitoring	<b>R9 800</b>	Per annum	No increase in monthly lease of ANPR system
XTEC	<b>R7 700</b>	Per annum	No charge for lease of equipment. Only pay for copies made
Safe City Board of Directors	Can be quantified	Continuously	All members are performing duties on a voluntary basis

## 7. CONTROL CENTRE PERFORMANCE:

### 7.1 Core Functions:

The 24/7 surveillance operation is the core of Safe City's business. It is ISO 9001 certified and SABS approved.

Primary Function:

- The monitoring of traffic and Municipal Bylaws such as littering, street gambling and illegal trading.
- Facilitating the Automatic Number Plate Recognition (ANPR) system for the execution of outstanding traffic warrants and the recovery of outstanding revenue
- The prevention, detection and investigation of crime
- The maintenance of the existing CCTV system
- Advising Msunduzi Municipality on expansion of CCTV system
- Oversee the design, specification and installation of new CCTV equipment.



#### Secondary Function:

- Facilitating the Disaster Management JOC
- The monitoring of gatherings, marches and events of public interest within camera visual area.
- Attend meetings with the Municipality to determine possible additional services.
- Liaise with Community Police Forums, Bank Task Group and Non Ferrous Metal Forum.
- Informing the public and business community regarding current crime tendencies and advise them on crime prevention strategies.
- Receive and disseminate crime information and public complaints via the Safe City SMS Safe project and App to the relevant role-players'.

### 7.2 Standard Procedure

The crime statistics for Pietermaritzburg are submitted to the Control Room every morning by the SAPS Pietermaritzburg Central. These statistics together with observations made by our surveillance staff is discussed every morning with the SAPS coordinator and Municipal Security and Traffic officials, if present. An operational plan is then compiled to address any tendencies detected or for planned events. This procedure enables operators to be more crime prevention orientated. All suspicious incidents noted on camera are recorded as an "Incident detected". The SAPS and Traffic Officer present in the Control Room will determine the appropriate response required to address the matter.

The yearly target for SAPS dispatches is between 50% and 60% of Incidents Detected. A record is maintained of vehicle despatches as compared with Incidents detected.

An arrest is made when the suspect is apprehended. It often happens that after an arrest has been made the complainant refuses to open a case. This tendency is very frustrating as suspects then continue to commit crimes elsewhere. The latter is then reflected as a preventable operation.

### 7.3 Summary of Operational Performance: 2016/17

Description	2015/16	2016/17	Diff %
No of Incidents Detected	5110	5580	+ 9%
Response by SAPS Units	980	798	- 18.5%
No Response by SAPS	112	198	+ 76.7%
SAPS Response Time	6.2 min	6.2 min	-
Bylaw Incidents detected	1058	1130	+ 6.8%
Response by Municipal Law Enforcement	179	377	+110.6%

Description	2015/16	2016/17	Diff %
No Response by Municipal Law Enforcement	391	356	+ 8.9%
Municipal Law Enforcement Response Time	12 min	13.3 min	- 10.8%
Arrests Effectuated	230	242	+5.2%
% Camera down time	1.71%	1.12%	-83%

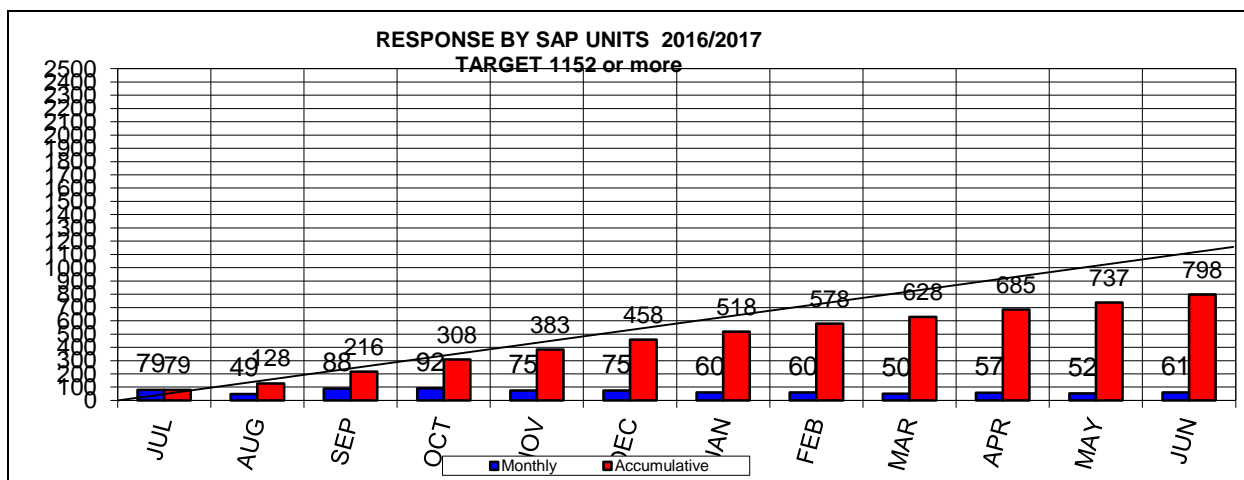
### 7.3.1 Incidents Detected

The total number of incidents detected was 5580 compared to 5110 incidents the previous year. The increase can be attributed to an addition of an additional operating desk for monitoring bylaw infringements. Some of the incidents detected are as follows:

Type	Number
Fighting	1806
Bylaw Infringements	1130
Suspicious behaviour	956
Motor vehicle Accidents	447
Possible Poss. of Stolen Prop	336
Robbery Related	159
Marches and Gatherings	106
Medical Conditions	81

### 7.3.2 Responses by the SAPS

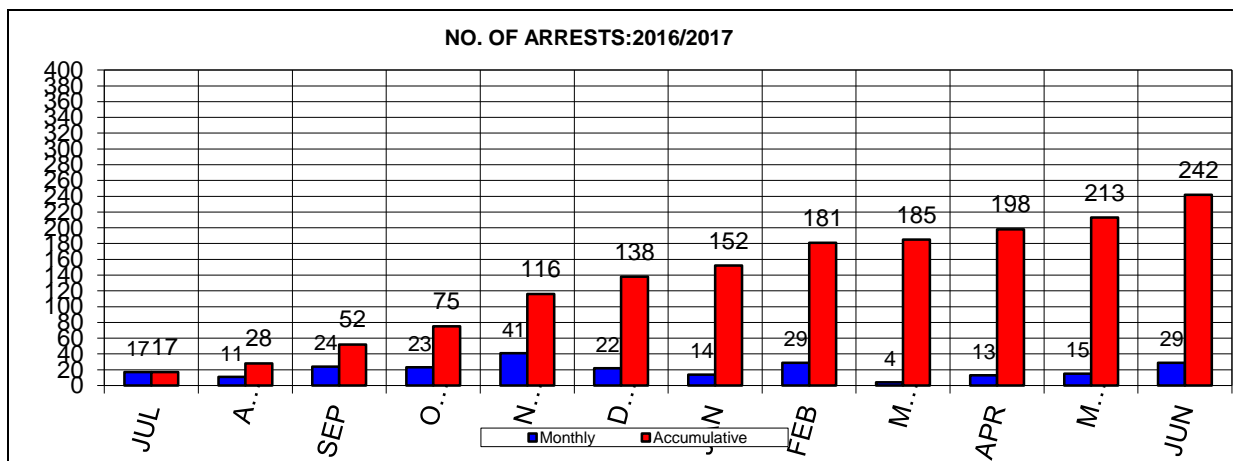
The total number of responses of the SAPS was 798 compared to the target of 1152.



The slight decrease in the number of SAPS responses was a result of the focused approach by the SAPS Project Team on street crimes such as robbery and theft out of motor vehicle which lead to an increase in the number of arrests made.

### 7.3.3 Arrests Made:

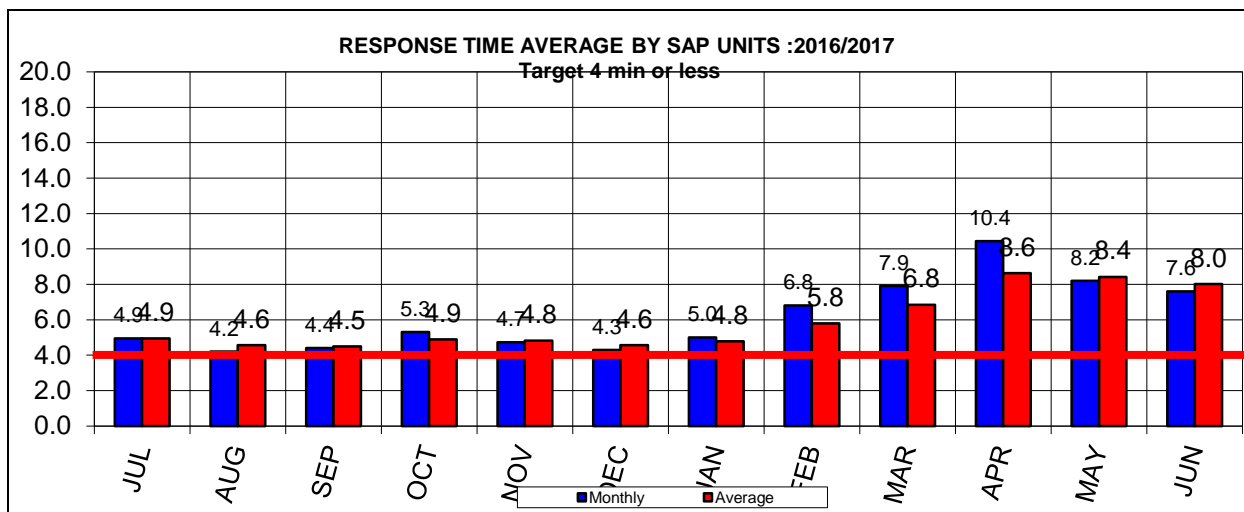
The number of arrest made was 242 compared to 230 of the previous year.



The increase can be attributed to the dedicated SAPS response team assigned to Safe City for quick reaction to incidents detected on camera. Although the Matsheni Beer Hall has been demolished vagrants who lived there has now moved to an area called Continental on the corners of Masukwane and Pietermaritz Streets. Their presence in the said area requires constant monitoring.

### 7.3.4 SAPS Response Time

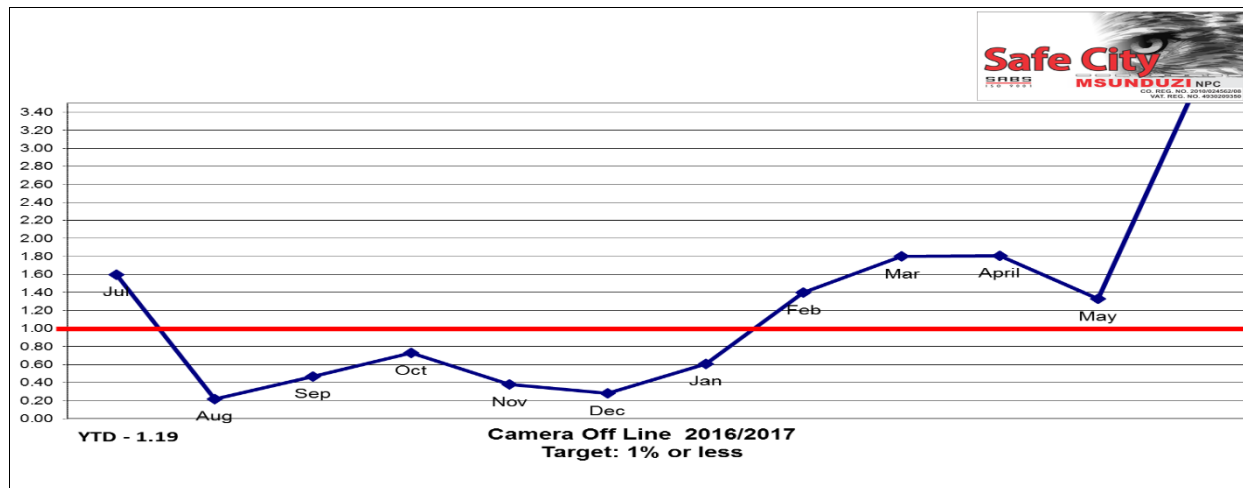
The average response time for SAPS vehicles to respond is calculated from the time of notifying the SAPS Emergency Control Room until a vehicle arrives on the scene was 6.2 min compared to the 4-min target.



SAPS response times are subject to traffic congestion and the availability of vehicles. This matter as well as other SAPS response related issues is a standard item on the agenda at the daily Station Crime Combatting Forum meeting which is been attended by our Crime Data Analyst.

### 7.3.5 Camera Downtime:

The average camera downtime was 1.12%. Safe City's target has always been 1%.



Due to the extended CCTV footprint, Safe City fibre cables has become vulnerable to vehicle accidents which causes cables to break. Often sections of fibre cable has to be replaced and the time it takes to affect these repairs impacts negatively on our downtime target.

## 8. KPA's/KPI's 2016/17

Safe City KPA's and KPI's for 2016/17 is aligned with the SDBIP & OP 2016/2017.

SDBIP REFEREN CE / OP REFEREN CE	NATIONA L KEY PERFORM ANCE AREA	PROGRAM ME	PROJECT	WARD	ANNUAL TARGET / OUTPUT	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
SC 01	NKPA 6 - CROSS CUTTING	Crime & Bylaws Monitoring through CCTV Camera	24 Hour crime watch through CCTV Cameras in areas with CCTV coverage	27,30,32, 33,35,36, 37	169 CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2017	169 CCTV Cameras monitored 24 hours in all areas with CCTV coverage by the 30th of June 2017	3 (100% - 129%)

SDBIP REFEREN CE / OP REFEREN CE	NATIONA L KEY PERFORM ANCE AREA	PROGRAM ME	PROJECT	WARD	ANNUAL TARGET / OUTPUT	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
SC 02	NKPA 6 - CROSS CUTTING	Crime & Bylaws Monitoring through CCTV Camera	Reporting of detected criminal incidents	27, 30,32,33, 35, 36,37	12 x Monthly Reports of criminal incidents detected by CCTV Cameras prepared and submitted to the GM: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES within 7 days after month end by the 30th of June 2017	12 x Monthly Reports of criminal incidents detected by CCTV Cameras prepared and submitted to the GM: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES within 7 days after month end by the 30th of June 2017	<b>3 (100% - 129%)</b>
SC 03	NKPA 6 - CROSS CUTTING	Crime & Bylaws Monitoring through CCTV Camera	Reporting to SAPS or Municipal Traffic Dept. Or Security of every detected criminal or suspiciou s incidents or bylaws violation	27, 30,32,33, 35, 36,37	2 Minutes Turn- around time of reporting to SAPS ,Municipal Traffic or Security Dept. of every criminal or suspicious incidents & Bylaws violations taking place in all areas with CCTV Camera coverage by the 30th of June 2017	Ave 1.7 Minutes Turn-around time of reporting to SAPS ,Municipal Traffic or Security Dept. of every criminal or suspicious incidents & Bylaws violations taking place in all areas with CCTV Camera coverage by the 30th of June 2017	<b>3 (100% - 129%)</b>
SC 04	NKPA 6 - CROSS CUTTING	Maintenan ce of CCTV Equipment' s	Inspectio n of CCTV equipme nt's	27, 30,32,33, 35, 36,37	240 x CCTV inspections conducted as per the maintenance	243 x CCTV inspections conducted as per the maintenance schedule by Safe	<b>3 (100% - 129%)</b>

SDBIP REFEREN CE / OP REFEREN CE	NATIONA L KEY PERFORM ANCE AREA	PROGRAM ME	PROJECT	WARD	ANNUAL TARGET / OUTPUT	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)
					schedule by Safe City Technicians by the 30th June 2017	City Technicians by the 30th June 2017	
SC 05	NKPA 6 - CROSS CUTTING	Maintenan ce of CCTV Equipment' s	Turn- around to repair of faulty CCTV equipme nt's as per the Faults Register/ Book	27, 30,32,33, 35, 36,37	Average 5 days turn-around time to repair faulty CCTV equipment as per the Faults Register/Book by the 30th June 2017	Average 38.7 min. turn-around time to repair faulty CCTV equipment as per the Faults Register/Book by the 30th June 2017	5 (150% - 167%)

## 9. SUSTAINABILITY AND GOVERNANCE:

The Board of Directors is committed in maintaining strict ethical standards in the operations of Safe City, and accordingly undertakes from time to time reviews of its business practices and governance responsibilities. In this regard, a number of important policies has been compiled and others reviewed and approved by the Board of Directors during 2016/17

## 10. CONCLUSION

The relationship with the city's administration has again been very fruitful during 2016/17 and Safe City would like to thank the Mayor, Councillor Themba Njilo, the acting Municipal Manager and other senior officials for their constructive support towards the Safe City project and for supporting our belief that Safe City is performing a valuable community service.

It always remains an important challenge for Safe City to be a centre of excellence in order to ensure the safety of the public when visiting the Msunduzi precinct and also to provide an acceptable service to the Municipality, SAPS, National Prosecuting Authority and other stakeholders. We also strive to identify areas of concern which might have a negative impact on the social well being of our communities and report shortcomings with recommendations timeously to the relevant role players such as Msunduzi Municipality and the SAPS. In this regard, we would like to appeal to the municipality to allocate capital funding to Safe City to undertake projects in to safe guard our Airport, Fresh Produce Market and also to complete the process of safeguarding the remaining electrical primary sub stations against theft and vandalism. These projects have been included in our three (3) year Business Plan.

Also of equal importance is to assist the Municipality in the enforcement of relevant bylaws. In order to achieve the latter Safe City would appeal to the Municipality to establish a dedicated Municipal Re Action Unit who can

operate in conjunction with Safe City to effectively address bylaw infringements. This action will also reduce opportunities for serious crime to take place especially in congested areas.

We would also like to thank all partners including BFC, SAPS, National Prosecuting Authority and several others who are, to a lesser or greater extent, stakeholders in our operation.

The members of the Safe City Board are thanked and commended for their support and commitment. We wish to extend our sincere appreciation to Mr. Des Winship who resigned from the Board for health reasons. He can without doubt be regarded as the father of Safe City because of his vision to identify surveillance cameras which will assist Law Enforcement Agencies in their fight against crime and bylaw infringements in Pietermaritzburg.

The Board wishes thank the Management and staff of Safe City, as well as the Project Engineer, Mr. Pieter Janse van Rensburg of Dihlase Consulting Engineers and Mr. Jason Pretorius of Avigilon for their guidance in respect of compiling the CCTV Proposal Plans for upgrading the Airport and Fresh Produce Market CCTV systems.

We reserve our particular gratitude to the Msunduzi Municipality, the main funder of this operation. We also acknowledge the financial and moral support from Business Fighting Crime, Pietermaritzburg Chamber of Business, Ben Booysen, XTec, Mikros as well as the valuable assistance rendered by legal advisors Venn's, our auditors Colenbrander Inc, and the local media on safety and security matters.

## **8. COMPONENT H: FINANCIAL PERFORMANCE**

All relevant information relating to Financial Performance of Msunduzi Municipality & Safe City (Municipal Entity) will be dealt with in terms of the Annual Financial Statements.



## SECTION 2: ANNUAL REPORT ON THE SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN

The Service Delivery and Budget Implementation Plan (SDBIP) is a legislative requirement as per the Municipal Finance Management Act (MFMA). The SDBIP gives effect to the Municipality's Integrated Development Plan (IDP) and annual budget. The SDBIP facilitates the accountable role that managers hold to the Council and that Councillors hold to the community. It also fosters the management, implementation and monitoring of the budget, the performance of senior management and the achievement of the strategic objectives as laid out in the IDP.

Chapter 1 of the MFMA describes the SDBIP as:

*A detailed plan approved by the mayor of a municipality in terms of section 53 (1) (c)(ii) for implementing the Municipality's delivery of services and the execution of its annual budget and which must include the following:*

- (a) projections for each month of –*
  - (i) Revenue to be collected by source; and*
  - (ii) Operational and capital expenditure, by vote;*
- (b) Service delivery targets and performance indicators for each quarter”.*

In terms of the provisions above, IN-YEAR monitoring on service delivery indicators was conducted according to the attached SDBIP on a monthly & quarterly basis and reports thereof submitted to the Operational Management Committee (OMC), EXCO, the Full Council, Portfolio Committees, Municipal Public Accounts Committee and the Audit Committee. Monitoring through the SDBIP enables the municipal manager to monitor the performance of senior managers, the mayor to monitor the performance of the municipal manager and for the community to monitor the performance of the municipality as each activity contains outputs, outcomes and timeframes. The SDBIP is compiled on an annual basis.

As the SDBIP is a management and implementation tool, and not a policy proposal, it is not required to be approved by Council - it is however tabled before Council and made public for information and monitoring purposes. However, the top layer of the SDBIP cannot be revised without the approval of the Council. During the 2011/2012 financial year, the municipality developed a quarterly dashboard reporting process. In 2016/17 the municipality continued to implement the dashboard process of reporting. The dashboard is colour-coded in order to serve as an early indicator warning system in order to identify areas that require intervention in areas of non/under performance. Monthly & Quarterly reports on the SDBIP 2015/2016 were submitted to Council and are available on request.

During the Strategic Planning Process for the 2016/2017 financial year a management decision was taken to differentiate between service delivery indicators that have a direct impact on the community and those that are operational, support and auxiliary services. In this regard for the 2016/2017 financial year the SDBIP has been developed to focus on the service delivery indicators and the Operational Plan 2016/2017 has been developed to focus on operational, support and auxiliary services.

The SDBIP 2016/2017 contains Public Participation Units (Office of the Speaker, Office of the Mayor & Office of the Municipal Manager), Community Services Units (Area Based Management, Waste Management, Recreation & Facilities as well as Public Safety Enforcement and Disaster Management), Infrastructure Units (Water and Sanitation, Roads and Stormwater, Electricity & Mechanical Workshops) and Sustainable Development & City Enterprises Units (Economic Development, Town Planning and Environmental Management, City Entities & Human Settlements). Also included are the Legislated Performance Indicators as regulated by the National and Provincial Departments of Cooperative Governance and Traditional Affairs (CoGTA). As prescribed by legislation, the

Municipality must set and monitor key performance indicators of all municipal entities. To fulfill this, SAFE CITY the only registered municipal entity; key performance indicators were also developed and inserted in the SDBIP 2016/2017.

All other units provide operational, support and auxiliary services to the Municipality and have been placed on the Operational Plan 2016/2017. The Operational Plan 2016/2017 contains the Corporate Business Units (Internal Audit, Communications & IGR, Integrated Development Plan and Organizational Compliance, Performance & Knowledge Management), Budget & Treasury Units (Budget, Revenue Management, Expenditure Management, Supply Chain Management, SCOA, SAP & Assets & Liabilities), Infrastructure Units (Project Management Office), Corporate Services Units (Legal Services, Information Communication Technology, Auxiliary Services & Secretariat and Human Resources) and Sustainable Development & City Enterprises (Economic Development, Town Planning and Environmental Management, City Entities & Human Settlements).

The graphical representations below illustrate the performance of the municipality, for the 2016/2017 financial year, as per the colour-coded dashboard.

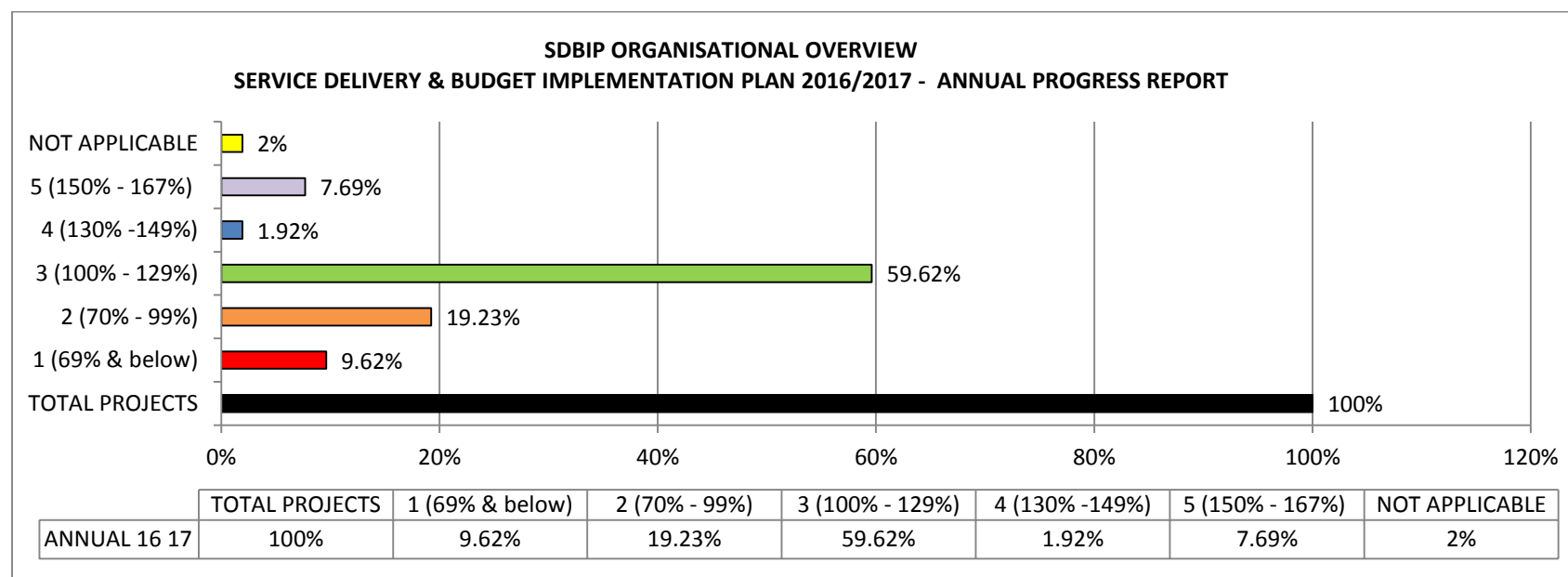
COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

There were a total of 211 Key performance indicators on the SDBIP 2016/2017, 104 being operating projects and 107 being capital projects. There were a total of 220 Key performance indicators on the Operational Plan for 2016/2017.

**SDBIP 2015/2016 ANNUAL PROGRESS REPORT  
ORGANISATIONAL OVERVIEW**

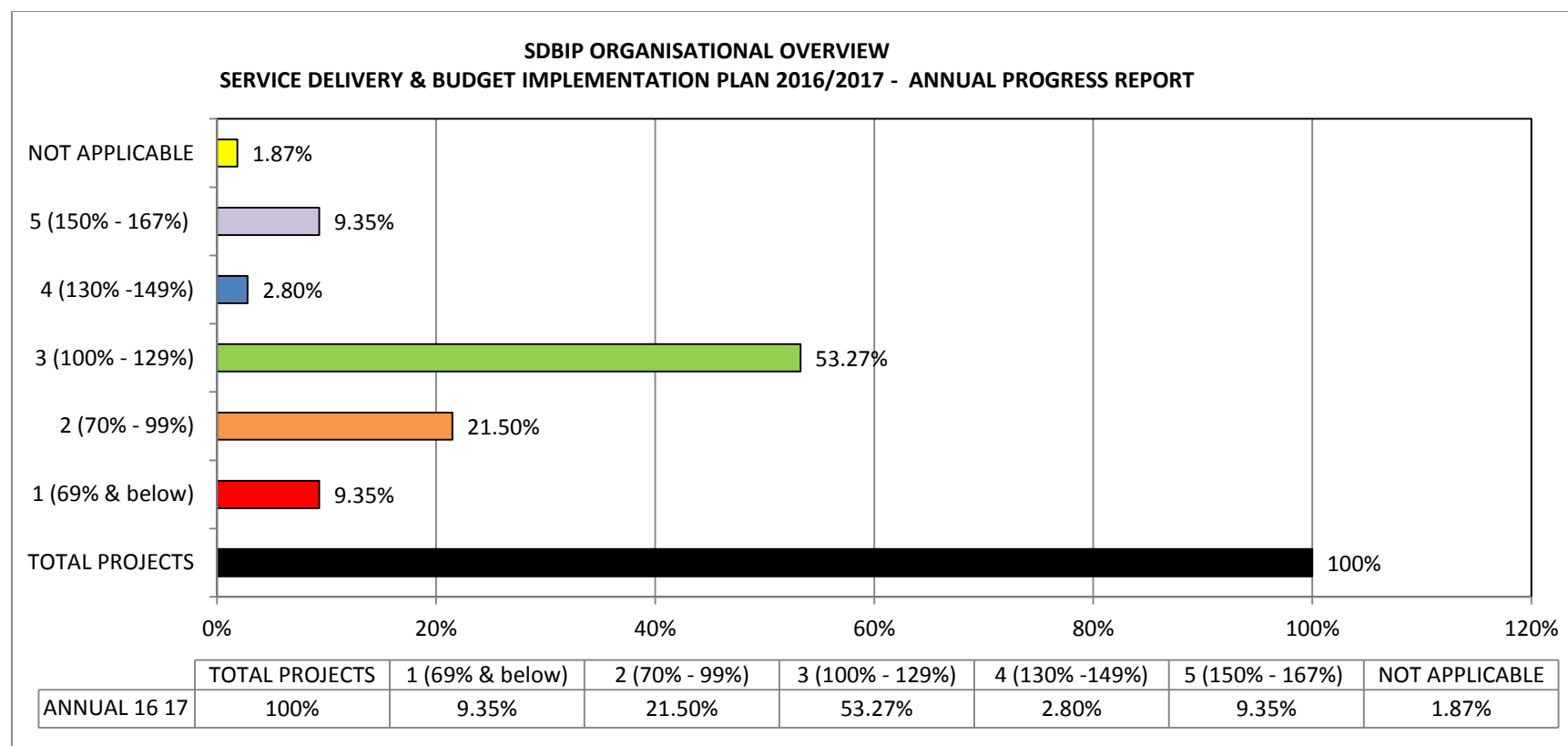
**1. TOTAL PROJECTS: 211**  
**1.1 OPERATING PROJECTS: 104**  
**1.2 CAPITAL PROJECTS: 107**

**GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



- A total of 104 Operating Projects were reported on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT
- 9.62% of the projects were reported as having achieved a 1 on the 2016/2017 FY ANNUAL PROGRESS REPORT
- 19.23% of the projects were reported as having achieved a 2 on the 2016/2017 FY ANNUAL PROGRESS REPORT
- 59.62% of the projects were reported as having achieved a 3 on the 2016/2017 FY ANNUAL PROGRESS REPORT
- 1.92% of the projects were reported as having achieved a 4 on the 2016/2017 FY ANNUAL PROGRESS REPORT
- 7.69% of the projects were reported as having achieved a 5 on the 2016/2017 FY ANNUAL PROGRESS REPORT
- 2% of the projects were reported as not applicable due to not having any targets on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT

## GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS



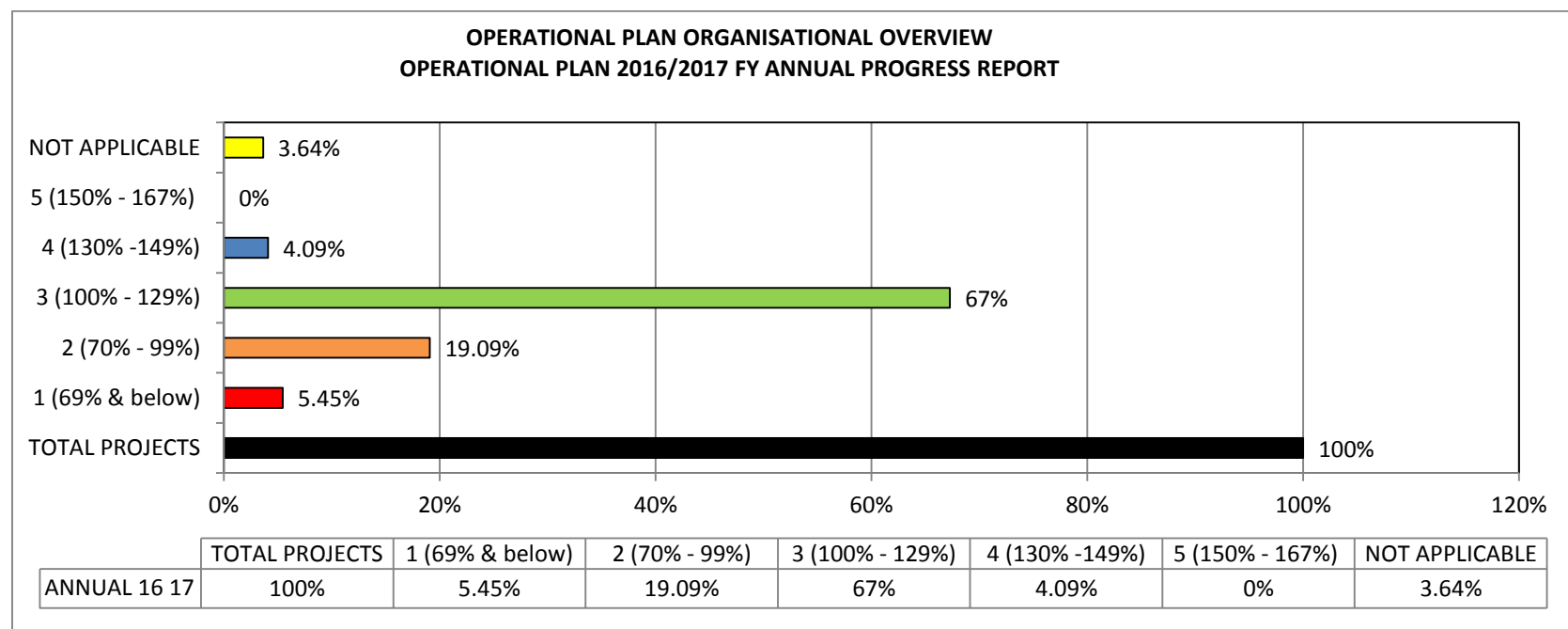
- A total of 107 Capital Projects were reported on the SDBIP for the 2016/2017 ANNUAL FY PROGRESS REPORT
- 9.35% of the projects were reported as having achieved a 1 on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT
- 21.50% of the projects were reported as having achieved a 2 on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT
- 53.27 of the projects were reported as having achieved a 3 on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT
- 2.80% of the projects were reported as having achieved a 4 on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT
- 9.35% of the projects were reported as having achieved a 5 on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT
- 1.87% of the projects were reported as not applicable due to not having any targets on the SDBIP for the 2016/2017 FY ANNUAL PROGRESS REPORT

**OPERATIONAL PLAN (OP) 2016/2017 ANNUAL PROGRESS REPORT**  
**ORGANISATIONAL OVERVIEW**

**1. TOTAL PROJECTS: 220**

**1.1 OPERATING PROJECTS: 220**

**2. GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



- A total of 220 Operating Projects were reported on the Operational Plan ANNUAL 2016/2017 FY PROGRESS REPORT
- 5.45% of the projects were reported as having achieved a 1 on the Operational Plan for ANNUAL 2016/2017 FY PROGRESS REPORT
- 19.09% of the projects were reported as having achieved a 2 on the Operational Plan ANNUAL 2016/2017 FY PROGRESS REPORT
- 67% of the projects were reported as having achieved a 3 on the Operational Plan for the ANNUAL 2016/2017 FY PROGRESS REPORT
- 4.09% of the projects were reported as having achieved a 4 on the Operational Plan for the ANNUAL 2016/2017 FY PROGRESS REPORT
- 0% of the projects were reported as having achieved a 5 on the Operational Plan for the ANNUAL 2016/2017 FY PROGRESS REPORT
- 3.64% of the projects were reported as not applicable due to not having any targets on the Operational Plan ANNUAL 2016/2017 FY

**CONCLUSION:**

This Annual Performance report reflects the performance of Business Units during the financial year 2016/2017.

During the 2016/2017 financial year Msunduzi Municipality made great strides in trying to ensure a clean audit again on performance having been awarded clean audits for 2013/2014 & 2014/2015 & 2015/2016 financial years respectively. A number of systems, procedures and interventions were implemented during this period to assist with ensuring the alignment of the Integrated Development Plan, Budget & Service Delivery & Budget Implementation Plan (SDBIP) in order for the communities to receive quality services. The municipality also undertook several interventions to ensure that the communities it serves were continuously informed of matters pertaining to service delivery.