

S/O #	KPA #	Ugu DM IDP Ref	PROGRAMME	PROJECT	KPI	2015		ANNUAL TARGET 30 June 2016	MID YEAR TARGET ADJUSTMENT: Jan 2016	ADJUSTED ANNUAL TARGET: 30 June 2016	ACTUAL ACHIEVEMENT	YEAR UNDER REVIEW 2015 / 2016					ANNUAL BUDGET	2015 / 2016 Mid Year Target					OWNER	PORTFOLIO OF EVIDENCE	
						2015 ANNUAL TARGET	2015 ACTUAL ACHIEVEMENT					Q2						TARGET	ACTUAL	Evidence	Achieved / Not Achieved	Corrective measure			
Strategic Objective #1 : To ensure that the company operations are compliant with all regulatory frameworks																									
S/O 1.1	2	Page134, Chapter 3.7.6	Enterprise Risk Management & Compliance	Comprehensive Risk register	Completed Risk Register by deadline	30-Nov-14	02-Oct-14	30-Nov-15		30-Nov-15	02-Oct-15	30-Nov-15	02-Oct-15	Risk register	ACHIEVED	-	Operational	30-Nov-15	02-Oct-15	Risk register	ACHIEVED	-	GM: Fin & HR	Register and proof of compilation date	
S/O 1.2	2	Page134, Chapter 3.7.6	Risk Management Policy	Risk Policy review	Reviewed Risk Management Policy by deadline	30-Oct-14	02-Oct-14	30-Oct-15		30-Oct-15	01-Oct-15	30-Oct-15	01-Oct-15	BOD Approval	ACHIEVED	-	Operational	30-Oct-15	01-Oct-15	BOD Approval	ACHIEVED	-	GM: Fin & HR	Record of review and recommendation to Board with proof of date	
S/O 1.3	2	Page134, Chapter 3.7.6	Internal Audit & Auditor General queries	AG & Internal Audit queries resolution	Percentage of AG / Internal Audit queries resolved per quarter	100%	100%	100%		100%	100%	100%	100%	Management Corrective Measures	ACHIEVED	-	Operational	100%	100%	Management Corrective Measures	ACHIEVED	-	GM: Fin & HR	Corrective actions summation	
S/O 1.4	5	Page134, Chapter 3.7.6	In-year Annual Performance Plan Revision - 2013/2017 Tourism Strategy (adopted Oct 2013)	Annual Performance Plan / Organisational Scorecard revision	Revised scorecard by deadline	30-Nov-14	25-Nov-14	30-Nov-15		30-Nov-15	-	30-Nov-15	-	-	NOT ACHIEVED	Strategic session taking place 9 December 2015 for Board Approval 14.01.2016	Operational	30-Nov-15	-	-	NOT ACHIEVED	Strategic session taking place 9 December 2015 for Board Approval 14.01.2016	GM: Fin & HR	Approved Performance Plan and proof of date	
S/O 1.5	5	Page134, Chapter 3.7.6	Performance Management System (PMS)	Q1 & 3 verbal; Half-year and Annual performance appraisals	Periodic performance appraisals by deadline	Quarter specific: Annual by mid-August 2015	Quarter specific: Annual by Mid-August 2015	Quarter specific: Annual by mid-August 2016		Quarter specific: Annual by mid-August 2016	2	2	2	DL : 1.10.2015 // JM :23.10.2015	ACHIEVED	-	Operational	2	2	S57 Performance Reviews	ACHIEVED	-	GM: Fin & HR	Record of evaluations completed and proof of dates	
S/O 1.6	5	Page134, Chapter 3.7.6	Stakeholder and Area Committees Participation via CEOs Forum	Needs extraction for 2015/2016 adjusted budget, 2016/2017 budget and annual PMS tools	Number of presentations to CEO Forums	2	3	2		2	1	1	1	Attendance register	ACHIEVED	-	Operational	1	1	Attendance register	ACHIEVED	-	GM: Fin & HR	CEO Forum minutes and dates	
S/O 1.7	5	Page134, Chapter 3.7.6	Annual PMS Tools– Public Accessibility	Annual PMS tools migration to entity's website	Website appearance of in-year review of annual performance plan by deadline	31-Jul-14	23-Jul-14	31-Jul-15		31-Jul-15	27-Jul-15	NA	NA	-	-	-	Operational	2015/07/31	2015/07/27	-	ACHIEVED	-	GM: Fin & HR	Annual PMS tools submitted for uploading and proof of date	
S/O 1.8	5	Page134, Chapter 3.7.6	IT and Communication Policy	Policy review	Policy Review by deadline	30-Nov-14	02-Oct-14	30-Nov-15		30-Nov-15	01-Oct-15	30-Nov-15	01-Oct-15	BOD Approval	ACHIEVED	-	Operational	2015/11/30	2015/10/01	BOD Approval	ACHIEVED	-	GM: Fin & HR	Reviewed policy and proof of date	
S/O 1.9	5	Page134, Chapter 3.7.6	Municipal Entity Website	Legislated SCM notices publication	Percentage potential notifications actually uploaded	100%	100%	100%		100%	100%	100%	100%	See schedule	ACHIEVED	-	Operational	100%	100%	See schedule	ACHIEVED	-	GM: Fin & HR	Instruction record to service provider	
S/O 1.10	4	Page134, Chapter 3.7.6	S71 Financial Reporting	Monthly financial report production	Monthly reports by deadline	10 days after month end	10 days after month end	12		12	6	3	3	7.10.2015 // 5.11.2015 // 7.12.2015	ACHIEVED	-	Operational	6	6	6 Monthly S71 reports	ACHIEVED	-	GM: Fin & HR	Reports and proof of submission dates	
S/O 1.11	4	Page134, Chapter 3.7.6	PMS Reporting	Quarterly performance report production	Quarterly reports by deadline	Quarter specific: Annual by 20 July	Quarter specific: Annual by 20 July	4		4	2	1	1	Q1 PMS report submission	ACHIEVED	-	Operational	2	2	PMS reports submitted	ACHIEVED	-	GM: Fin & HR	Report submission and date	
S/O 1.12	4	Page134, Chapter 3.7.6	Financial Planning	Mid-year adjusted budget review	S72 report produced by deadline	20-Jan-15	20-Jan-15	20-Jan-16		20-Jan-16	-	NA	NA	-	-	-	Operational	NA	NA	-	-	-	GM: Fin & HR	Mid-year budget review report and proof of submission date	
S/O 1.13	4	Page134, Chapter 3.7.6	Budget Policy	Budget Policy review	Reviewed policy by deadline	31-May-15	02-Apr-15	31-May-16		31-May-16	-	NA	NA	-	-	-	Operational	NA	NA	-	-	-	GM: Fin & HR	Approved policy and proof of submission date	
S/O 1.14	4	Page134, Chapter 3.7.6	Annual Financial Statements	Annual Financial Statements production	AFS adoption by deadline	31-Dec-14	27-Nov-14	31-Dec-15		31-Dec-15	04-Dec-15	31-Dec-15	04-Dec-15	AFS adopted	ACHIEVED	-	Operational	2015/12/31	2015/12/04	AFS adopted	ACHIEVED	-	GM: Fin & HR	AFS adoption and proof of date	
S/O 1.15	4	Page134, Chapter 3.7.6	Annual Financial Statements	Draft Annual Financial Statements and Annual Performance Report availability to the Auditor General	AFS and Annual PMS report by deadline	31-Aug-14	29-Aug-14	31-Aug-15		31-Aug-15	31-Aug-15	NA	NA	-	-	-	Operational	2015/08/31	2015/08/31	-	ACHIEVED	-	GM: Fin & HR	Submission and confirmation from the AG (SA)	
S/O 1.16	4	Page134, Chapter 3.7.6	Audit Compliance	A-G Report	Unqualified Audit Opinion	Unqualified Audit Opinion	Unqualified and Clean Audit Opinion	Unqualified Audit Opinion		Unqualified Audit Opinion	AG Audit report : CLEAN AUDIT	1	1	AG Audit report : CLEAN AUDIT	ACHIEVED	-	Operational	1	1	AG Audit report : CLEAN AUDIT	ACHIEVED	-	GM: Fin & HR	Audit report from the AG (SA)	
S/O 1.17	4	Page134, Chapter 3.7.6	MFMA Compliance	Fruitless and wasteful expenditure	Maintain nil wasteful expenditure reported to Board	Nil	R 22	Nil		Nil	Nil	Nil	Nil	-	ACHIEVED	-	Operational	Nil	Nil	-	ACHIEVED	-	GM: Fin & HR	Board reports	
S/O 1.18	4	Page134, Chapter 3.7.6	Budget Planning in terms of the MFMA	Draft 2015/2016 budget	Draft by deadline	25-Mar-15	05-Feb-15	25-Mar-16		25-Mar-16	-	NA	NA	-	-	-	Operational	NA	NA	-	-	-	GM: Fin & HR	Entity Budget submission to Ugu DM and proof of submission date	

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												TARGET	ACTUAL	Evidence	Achieved / Not Achieved	Corrective measure										
S/O 1.19	4	Page134, Chapter 3.7.6	Credit Control and Debt Collection Policy	Adopted reviewed Credit Control and Debt Collection policy by 31 May each year	Date of reviewed and approved policy	31-May-15	02-Apr-15	31-Mar-16		31-Mar-16	-	NA	NA	-	-	-	Operational	NA	NA	-	-	-		GM: Fin & HR	Approved policy and date	
S/O 1.20	4	Page134, Chapter 3.7.6	Supply Chain Management Policy	SCM Policy review	Reviewed SCM Policy by deadline	30-Jun-15	02-Apr-15	30-Jun-16		30-Jun-16	-	NA	NA	-	-	-	Operational	NA	NA	-	-	-		GM: Fin & HR	Approved policy and date	
Strategic Objective #2 : To capacitate the Company in terms of personnel in accordance with the organisational organogram																										
S/O 2.0	2	Page134, Chapter 3.7.6	Recruitment	Appointments of personnel	Number of appointments made	2	6	0	2	2	1	1	1	T. Msomi	ACHIEVED	-	Operational	1	1	T. Msomi	ACHIEVED	-		GM: Fin & HR	Signed Contracts	
Strategic Objective #3 : Sustain and develop orerations of district wide Visitor Information Centres (VIC's)																										
S/O 3.1	2	Page134, Chapter 3.7.6	Visitor Information Centres	VICs Operations	Number of VIC's maintained as operational	12	13	13		13	NA	NA	NA	-	-	-	Operational	NA	NA	-	-	-		GM: Fin & HR	Referral to payroll and operational spend	
S/O 3.2	2	Page134, Chapter 3.7.6	New developmental VIC's at strategic geographic sites	New VIC's	Number of new VIC's (NA for 2015/2016)	1	2	NA		NA	NA	NA	NA	-	-	-	Operational	NA	NA	-	-	-		GM: Fin & HR	NA 2015/2016	
Strategic Objective #4: Provide staff development.																										
S/O 4.1	2	Page134, Chapter 3.7.6	Staff development	Short course attendance	Number of days	34	67	20		20	28	5	7	See schedule	ACHIEVED	-	R 100 000	10	28	See schedule	ACHIEVED	-		GM: Fin & HR	Training registration documents	
Strategic Objective # 5: To contribute to the growth in the District tourism economy through visitor volume griwth and the application of a Marketing Action Plan (MAP)																										
S/O5.1	3	Page134, Chapter 3.7.6	Application of marketing actions	Marketing Action Programme (MAP)	Review of 2013/2014 MAP	NA	NA	31-Mar-16		31-Mar-16	-	NA	NA	-	-	-		NA	NA	-	-	-			N/A	
S/O5.2	3	Page134, Chapter 3.7.6	South Coast brand & slogans consistency	Brand Manual for Ugu South Coast Tourism and including the South Coast Brand	2013/2014	NA	NA	NA																		
S/O 5.3	3	Page134, Chapter 3.7.6	Brand application	Brand translation into tools	Percentage utilisation of selected marketing tools	80%	100%	80%		80%	100%	80%	100%	See schedule	ACHIEVED	-	R 331 150	80%	100%	See schedule	ACHIEVED	-		MKT & DEV PC // CEO	Record of selected tools using brand DNA	
S/O 5.4	3	Page134, Chapter 3.7.6	Official tourism guide	Southern Explorer Route Guide	Number of editions per FY	2	2	2		1	NA	NA	NA	-	-	-	R 239 633	NA	NA	-	-	-		MKT PC // CEO	Southern Explorer Route Guide Publications	
S/O 5.5	3	Page134, Chapter 3.7.6	Video / image library	Library development	Number of images	50	53	50		50	30	10	11	See schedule	-	-	R 62 500	10	41	-	ACHIEVED	-		MKT PC // CEO	Image portfolio with dates	
S/O 5.6	3	Page134, Chapter 3.7.6	Information kiosks	Kiosk application	Installed kiosks by number	6	00-Jan-00	12	-6	6	2	3	2	Mgt / Shelly	NOT ACHIEVED	Pennington installation Jan 2016	Operational	3	2	-	NOT ACHIEVED	Pennington installation Jan 2016		MKT PC // CEO	Record of Installed kiosks	
S/O 5.7	3	Page134, Chapter 3.7.6	Tourism Databases	Centralised database library	Library by deadline	30-Jun-15	30-Jun-15	30-Jun-16		30-Jun-16	-	NA	NA	Ongoing database collation	ACHIEVED	-	Operational	NA	NA	-	-	-		MKT PC // CEO	Database portfolio with dates	
S/O 5.8	3	Page134, Chapter 3.7.6	Publication distribution	Distribution agreement	Agreement by deadline	31-Dec-14	23-Dec-14	31-Dec-15	30-Apr-16	30-Apr-16	-	NA	NA	-	-	-	Operational	NA	NA	-	-	-		MKT PC // CEO	Final agreement and proof of date	
S/O 5.9	3	Page134, Chapter 3.7.6	Free media exposure	Talking tourism / Tourism 360	Number of articles	42	84	45		45	90	10	42	See schedule	ACHIEVED	-	Operational	20	90	See schedule	ACHIEVED	-		MKT PC // CEO	Physical Clippings / Extracts / Articles	
S/O5.10	3	Page134, Chapter 3.7.6	Ad hoc media releases	Media releases	Number of media releases submitted	60	65	60		60	35	15	18	See schedule	ACHIEVED	-	Operational	19	35	See schedule	ACHIEVED	-		MKT PC // CEO	Copy of release with date / Emailed out to database	
S/O 5.11	3	Page134, Chapter 3.7.6	Free TV exposure – generic and niche	TV	Number of broadcasts	4	6	4		4	9	1	6	Lake Eland Mile / Top Billing / SA womens golf x 4 /	ACHIEVED	-	Operational	2	9	See schedule	ACHIEVED	-		MKT PC // CEO	Confirmation / Notification schedule	
S/O 5.12	3	Page134, Chapter 3.7.6	Radio exposure – generic and niche	Radio	Number of broadcasts	10	12	12		12	6	4	5	ECR / Lotus / RSG / 702 / Ukhozi FM	ACHIEVED	-	R 52 800	8	6	See schedule	NOT ACHIEVED	This will be caught up in Q3		MKT PC // CEO	Confirmation-Email communication / Notification schedule	
S/O 5.13	3	Page134, Chapter 3.7.6	Local community radio – multi lingual	Community radio	Number of campaigns broadcast	8	8	8		8	4	2	2	RSS / Ugu Youth	ACHIEVED	-		4	4	See schedule	ACHIEVED	-		MKT PC // CEO	Confirmation / Notification schedule	
S/O5.14	3	Page134, Chapter 3.7.6	Domestic market	Print and online media	Number of inserts	36	84	35		35	40	8	16	See schedule	ACHIEVED	-	R 1 661 795	16	40	See schedule	ACHIEVED	-		MKT PC // CEO	Publication	
S/O 5.15	3	Page134, Chapter 3.7.6	Overseas market & International media exposure	Print and online media	Number of inserts	8	12	12		12	4	3	3	Screen Africa / Interpid / Explore SA	ACHIEVED	-		6	4	See schedule	NOT ACHIEVED	Adverts placed in Q3		MKT PC // CEO	Publication	
S/O 5.16	3	Page134, Chapter 3.7.6	Billboard type or specific marketing tools	Use of bill boards and similar tools	Number of billboards utilised	6	7	6		6	8	2	4	WC MTB / Digiboard / eHowzit / Sbroom Mixed	ACHIEVED	-		2	8	See schedule	ACHIEVED	-		MKT PC // CEO	Photograph and supplier confirmation of installation	
S/O 5.17	3	Page134, Chapter 3.7.6	Domestic market radio campaigns	Radio campaigns	Number of campaigns	2	2	2		2	0	NA	NA	-	-	-		NA	NA	-	-	-		MKT PC // CEO	Confirmation / Notification schedule	
S/O5.18	3	Page134, Chapter 3.7.6	Tourism Consumer, Trade, Niche Mass Participation Events	Participation at events	Number of events	17	25	17		17	9	3	6	Sete / Sportes / Roadblock/ KZN in Summer / Ringball / Food festival	ACHIEVED	-	R 534 958	4	9	See schedule	ACHIEVED	-		MKT PC // CEO	Participation report	

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												TARGET	ACTUAL	Evidence	Achieved / Not Achieved	Corrective measure										
S/O5.19	3	Page134, Chapter 3.7.6	Film Prospectus	Sample Prospectus	Sample Prospectus by deadline	30-Jun-15	10-Jun-15	30-Jun-16		30-Jun-16	0	NA	NA	-	-	-	R 60 000	NA	NA	-	-	-	MKT PC // CEO	Prospectus and proof of date of submission		
S/O5.20	3	Page134, Chapter 3.7.6	National / Regional Media	Trip facilitation	Number of trips	4	8	4		4	5	1	1	The Sowetan	ACHIEVED	-	R 94 500	2	5	See schedule	ACHIEVED	-	MKT PC // CEO	Participation report / Email correspondence		
S/O5.21	3	Page134, Chapter 3.7.6	International Media	Trip facilitation	Number of trips	2	4	2		2	2	1	1	Stefan Enslin	ACHIEVED	-		1	2	See schedule	ACHIEVED	-	MKT PC // CEO	Participation report / Email correspondence		
S/O5.22	3	Page134, Chapter 3.7.6	Tour Operators / Wholesalers	Trip facilitation	Number of trips	2	5	4		4	2	1	1	African Link	ACHIEVED	-		2	2	See schedule	ACHIEVED	-	MKT PC // CEO	Participation report / Email correspondence		
S/O5.23	3	Page134, Chapter 3.7.6	Member Newsletters	Newsletters	Number of releases	10	10	4		4	2	1	1	Newsletter Q2	ACHIEVED	-	Operational	2	2	2 Newsletters	ACHIEVED	-	MKT PC // CEO	Copy of Newsletter and Email instruction		
S/O5.24	3	Page134, Chapter 3.7.6	Member News flashes	News Flashes	Number of releases	12	56	12	8	20	39	7	20	See schedule	ACHIEVED	-	Operational	8	39	See schedule	ACHIEVED	-	MKT PC // CEO	Copy of News flash and Email instruction		
S/O5.25	3	Page134, Chapter 3.7.6	Distribution of CEO letters to members	CEO communication	Number of releases	4	15	4		4	2	1	1	CEO Letter to Members	ACHIEVED	-	Operational	2	2	CEO letters	ACHIEVED	-	MKT PC // CEO	Copy of CEO letter and Email instruction		
S/O5.26	3	Page134, Chapter 3.7.6	Distribution of Tourism Trade Newsletters	Tourism trade	Number of releases	4	4	4		4	2	1	1	Trade Newsletter	ACHIEVED	-	Operational	2	2	Trade Newsletters	ACHIEVED	-	MKT PC // CEO	Copy of Trade letter and Email instruction		
S/O5.27	3	Page134, Chapter 3.7.6	Sponsorships	Sponsorship Agreements	Number of sponsorship agreements	3	0	4	-3	1	0	0	0	-	-	-	Operational	1	1	CemAir	ACHIEVED	-	MKT PC // CEO	Physical document		
S/O5.28	3	Page134, Chapter 3.7.6	Summer Season Performance	Research Report	Report by deadline	31-Mar-15	02-Feb-15	31-Mar-16		31-Mar-16	-	NA	NA	-	-	-	R 150 000	NA	NA	-	-	-	Dev PC // CEO	Report tabled at Board and submission date		
S/O5.29	3	Page134, Chapter 3.7.6	Visitor Perception Study (Consumer Survey)	Research Report: Event performance - LED and Visitor Perception Study	Report by deadline	31 Dec 2014 and 30 June 2015	23 Dec 2014 and 19 June 2015	End Dec 2015 and End June 2016		End Dec 2015 and End June 2016	29-Nov-15	31-Dec-15	29-Nov-15	Desai	ACHIEVED	-		2015/12/31	2015/11/30	Portuguese VRS	ACHIEVED	-	Dev PC // CEO	Report tabled at Board and submission date		
S/O5.30	3	Page134, Chapter 3.7.6	Seasonal Status Quo Snapshots	Snapshot Reports	Number of snap shot reports	4	4	4		4	2	1	1	Spring report	ACHIEVED	-		2	2	2 Snapshot reports	ACHIEVED	-	Dev PC // CEO	Snapshot reports		
S/O5.31	3	Page134, Chapter 3.7.6	Tourism product audit	Research Report	Report by deadline	30-Jun-15	0	NA		30-Jun-16	0	NA	NA	-	-	Gamakhe FEVT study in process		NA	NA	-	-	-	Dev PC // CEO	N/A		
S/O5.32	3	Page134, Chapter 3.7.6	Holistic South Coast LED Tourism Study	Completed study	Completed LED Study by deadline	NA	NA	30-Jun-16		30-Jun-16	0	NA	NA	-	-	MOU with UKZN in place - study in progress		NA	NA	-	-	-	N/A	Completed LED study and date		
Strategic Objective #6: Utilise Events as a Conduit for Profiling the South Coast and Contribution to Visitor Growth Volume																										
S/O6.1	3	Page134, Chapter 3.7.6	In Season Events	Event support	Number of seasonal campaigns	4	4	4		4	2	1	1	Spring Closeout	ACHIEVED	-	R 462 113	2	2	Reports	ACHIEVED	-	MKT PC // CEO	Co-ordinator Closeout report		
S/O6.2	3	Page134, Chapter 3.7.6	Assistance to ad hoc events	Ad hoc events	Number of events supported	8	12	4		4	11	1	7	Summer Heat / RotaryClub / 6th Africa Model / WICS MTB / SAPS Fishing / Scottburgh Spring Fest / Matat2Point	ACHIEVED	-	R 907 392	2	11	See schedule	ACHIEVED	-	MKT & DEV PC // CEO	Closeout report		
S/O6.3	3	Page134, Chapter 3.7.6	Internationally oriented events	Individual events support	Number of events	2	3	4		4	2	1	2	UGU FF // Stroom Mixed Classic (Ireland)	ACHIEVED	-	R 628 731	2	2	See schedule	ACHIEVED	-	MKT PC // CEO	Closeout report		
S/O6.4	3	Page134, Chapter 3.7.6	South African oriented events	Individual events support	Number of events	4	5	4		4	4	1	2	SA Ringball / SA Womens	ACHIEVED	-	R 625 000	2	4	See schedule	ACHIEVED	-	MKT & DEV PC // CEO	Closeout report		
S/O6.5	3	Page134, Chapter 3.7.6	Ugu district oriented events	Individual events support	Number of events	10	12	6		6	11	1	2	Lake Eland Quattro / Lake Eland Mile	ACHIEVED	-	R 351 203	3	11	See schedule	ACHIEVED	-	MKT & DEV PC // CEO	Area Committee minutes and / or Closeout report		
S/O6.6	3	Page134, Chapter 3.7.6	Developmental events support	Ad hoc support	Number of events supported	10	15	4	6	10	4	1	1	SC Summer Music Festival	ACHIEVED	-	R 280 000	2	4	See schedule	ACHIEVED	-	Dev PC // CEO	Closeout report		
S/O6.7	3	Page134, Chapter 3.7.6	Event concept planning	Concept Descriptions Feasibility and Recommendation	Number of concepts by deadline	2 concepts by 2015-06-30	2 concepts by 2015-06-30	2 Concepts by 30 June 2016		2 Concepts by 30 June 2016	29 December 2015 (1)	1	1	World Surfers Jamboree	ACHIEVED	-	Operational	1	1	World Surfers Jamboree	ACHIEVED	-	CEO	Concept and proof of date		
Strategic Objective # 7: Establish and Sustain Stakeholder Communications																										
S/O 7.1	3	Page134, Chapter 3.7.6	Hosting of Board Meetings between DM and LM officials and the private sector	Board Meetings	Number of meetings	6	8	6		6	4	1	2	1.10.2015 // 4.12.2015	ACHIEVED	-	Operational	2	4	Minutes	ACHIEVED	-	CEO	Minutes		
S/O 7.2	3	Page134, Chapter 3.7.6	AGM With UDM as sole shareholder	Board AGM	AGM by deadline	30-Apr-15	16-Apr-15	30-Apr-16		30-Apr-16	0	NA	NA	-	-	-	Operational	NA	NA	-	-	-	CEO	Minutes and proof of date		
S/O 7.3	3	Page134, Chapter 3.7.6	CEO / Area Committee Chairs Forum	Forum meetings	Number of meetings	6	6	6		6	3	2	2	Oct & Dec	ACHIEVED	-	Operational	3	3	Minutes	ACHIEVED	-	CEO	Minutes		

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												TARGET	ACTUAL	Evidence	Achieved / Not Achieved	Corrective measure								
S/O 7.4	3	Page134, Chapter 3.7.6	Area Committee compliance	Collation of AGM records	Number of Area Committee record packs	10	10	10		10	0	NA	NA	-	-	-	Operational	NA	NA	-	-	-	CEO	Physical documents
S/O 7.5	3	Page134, Chapter 3.7.6	Area Committee Cluster Functions	Member engagements	Number of functions	6	13	6		6	8	3	6	See schedule	ACHIEVED	-	Operational	6	8	See schedule	ACHIEVED	-	CEO	Function record
S/O 7.6	3	Page134, Chapter 3.7.6	Operational management meetings	In-year monitoring of ops and prospects of referral to Board	Number of meetings	6	9	6		6	3	1	1	Dec	ACHIEVED	-	Operational	3	3	Minutes	ACHIEVED	-	CEO	Operation notes and presentations / minutes
S/O 7.7	3	Page134, Chapter 3.7.6	Ugu DM Development Agency Meetings	Inter entity cohesion	Number of meetings	4																		
S/O 7.8	3	Page134, Chapter 3.7.6	CEO Tourism Presentations To DM and LM Councils	Cohesion with political principals	Number of meetings	7	8	7		7	5	2	4	HCM / Umdoni / Ugu 1st Quarter / Eisingweni	ACHIEVED	-	Operational	5	5	HCM / Umdoni / Ugu 1st Quarter / Eisingweni / Vulamehlo	ACHIEVED	-	CEO	DM & LM Agendas and presentations
S/O 7.9	3	Page134, Chapter 3.7.6	DM / LM officials engagement	Inter institutional cohesion	Number of engagements	38	49	28		28	34	7	20	See schedule	ACHIEVED	-	Operational	14	34	See schedule	ACHIEVED	-	CEO	Contact record
S/O 7.10	3	Page134, Chapter 3.7.6	Provincial / DM / LM LED & IDP Forum meetings	Inter-sectoral cohesion	Number of meetings	8	17	8		8	19	2	10	See schedule	ACHIEVED	-	Operational	4	19	See schedule	ACHIEVED	-	CEO	Minutes
S/O 7.11	3	Page134, Chapter 3.7.6	VIC Visitation	Head office / VIC ops cohesion	Number of visits	120	236	120		120	127	30	69	See schedule	ACHIEVED	-	Operational	60	127	See schedule	ACHIEVED	-	Dev PC // CEO	Contact record
S/O 7.12	3	Page134, Chapter 3.7.6	New member prospects	Membership recruitment	Number of calls on prospective members	120	127	120		120	75	30	35	See schedule	ACHIEVED	-	Operational	60	75	See schedule	ACHIEVED	-	Dev PC // CEO	Call log
S/O 7.13	3	Page134, Chapter 3.7.6	Direct Calls to existing members	Member satisfaction and relations	Number of calls	150	152	150		150	63	30	31	See schedule	ACHIEVED	-	Operational	60	63	See schedule	ACHIEVED	-	Dev PC // CEO	Call log
S/O 7.14	3	Page134, Chapter 3.7.6	Recruitment of new members	Confirmation of New Paid Up Members	Number of new members	50	62	50		50	23	12	18	See schedule	ACHIEVED	-	Operational	24	23	See schedule	NOT ACHIEVED	One membership to be caught up Q3	Dev PC // CEO	New members list
Strategic Objective #8 : Ensure Effective Awareness of Socio-Economic Conditions through Tourism																								
S/O 8.1.1	3	Page134, Chapter 3.7.6	District wide programmes	District Tourism Awareness Programme (TAP)	2013/2014	NA	NA	NA		NA	NA	NA	NA	-	-	-		NA	NA	-	-	-		N/A
S/O 8.1.2	3	Page134, Chapter 3.7.6	District wide programmes	TAP implementation	Number of TAP implementation reports by deadline 30 June	4	4	4		4	3	1	2	Board Oct / Dec reports	ACHIEVED	-	Operational	2	3	TAP reports to Board	ACHIEVED	-	Dev PC // CEO	Report and proof of submission date
S/O 8.2	3	Page134, Chapter 3.7.6	District wide programmes	Schools information Sessions	Number of school sessions in LMs	24	28	24		24	15	6	7	See schedule	ACHIEVED	-	R 126 900	12	15	See schedule	ACHIEVED	-	Dev PC // CEO	Record of Presentations / Principal sign-off
S/O 8.3	3	Page134, Chapter 3.7.6	District wide programmes	Updated presentations to prospective tourism practitioners	Number of presentations	4	5	4		4	4	1	2	Tourism Awareness Umzumbe / Africa Egite	ACHIEVED		R 70 000	2	4	See schedule	ACHIEVED	-	Dev PC // CEO	Record of Presentations / Attendance registers
S/O 8.4	3	Page134, Chapter 3.7.6	District wide programmes	School and/or tertiary tours within the South Coast	Number of tours	6	6	6		6	2	2	2	See schedule	ACHIEVED	-	link 8.2	2	4	See schedule	ACHIEVED	-	Dev PC // CEO	Record of tours / Attendance registers
Strategic Objective #9: Capacitate People for Sustaining Livelihoods Through Tourism																								
S/O 9.1	6	Page134, Chapter 3.7.6	Emergent tourism practitioners	Mentorship and skills development	Number of training events	6	7	6		6	5	2	3	Africa by Africans (Ezing) / Umsumbe Business Fare / Matrons & Maidens (HCM)	ACHIEVED	-	R 200 000	4	5	See schedule	ACHIEVED	-	Dev PC // CEO	Record of Engagement
S/O 9.2	6	Page134, Chapter 3.7.6	Emergent businesses	Emerging enterprise participation at events - facilitation	Number of events	3	8	3		3	7	1	2	Mseoti Cultural Group / Womens Arts & Crafts	ACHIEVED	-		1	7	See schedule	ACHIEVED	-	Dev PC // CEO	Record of promotion
S/O 9.3	6	Page134, Chapter 3.7.6	Graduates for the tourism sector	Mentorship / placement of graduates	Number of graduates listed for placement	35	61	75		75	32	15	11	CV's received	NOT ACHIEVED	Year to date target met	R 296 606	30	32	CV received	ACHIEVED	-	Dev PC // CEO	Record of Mentorship/Placement capability
S/O 9.4	6	Page134, Chapter 3.7.6	Emergent businesses within Southern Explorer	Free advertising for emerging tourism practitioners	Number of adverts	40	47	40	-20	20	0	NA	NA	-	-	-	R 238 424	NA	NA	-	-	-	Dev PC // CEO	Record of Placement
S/O 9.5	6	Page134, Chapter 3.7.6	South Coast Tourism Empowerment Protocol	Adoption of Protocol	NA 2015/2016	NA	NA																	
Strategic Objective #10: Ensure participation in tourism management and ownership of tourism products by local communities																								
S/O 10.1	5	Page134, Chapter 3.7.6	PDI representation on Ugu South Coast Tourism Area Committees	Appropriate reps identification	Number of PDI reps on area committees	11	11	11		11	11	NA	NA	-	-	Continuous participation in the AC meetings	Operational	11	11	See schedule	ACHIEVED	-	Dev PC // CEO	Record of PDI representation on Area Committee in minutes
S/O 10.2	5	Page134, Chapter 3.7.6	Emergent products and services (mainly hinterland) within each LM	Feasibility/ viability template utilisation	Number of templates completed	12	12	12		12	6	3	3	Ezukhosini Lifestyle (Umsumbe) / Enhlazeni Cultural Village (Umdoni) / Enthombeni Lodge (Ezing)	ACHIEVED	-	R 300 000	6	6	See schedule	ACHIEVED	-	Dev PC // CEO	Hard copies of template completed

S/O #	KPA #	Ugu DM IDP Ref	PROGRAMME	PROJECT	KPI	2015 ANNUAL TARGET	2015 ACTUAL ACHIEVEMENT	ANNUAL TARGET 30 June 2016	MID YEAR TARGET ADJUSTMENT: Jan 2016	ADJUSTED ANNUAL TARGET: 30 June 2016	ACTUAL ACHIEVEMENT	Q2					ANNUAL BUDGET	TARGET	ACTUAL	Evidence	Achieved / Not Achieved	Corrective measure	OWNER	PORTFOLIO OF EVIDENCE		
												TARGET	ACTUAL	Evidence	Achieved / Not Achieved	Corrective measure										
Strategic Objective #11: Develop unique and sustainable tourism products and events																										
S/O 11.1	3	Page134, Chapter 3.7.6	Eco-Cultural / Activity Trails Network (hinterland and coastal) for the District	Concept Document formulation for stakeholder engagement	2013/2014	NA	NA	N/A		N/A	NA	NA	-	-	-	-	-	NA	NA	-	-	-	N/A			
S/O 11.2	3	Page134, Chapter 3.7.6	Roll Out Phases for 11.1 above	Individual product support	Number of products	4	5	4		4	3	1	2	TAP Board reports	ACHIEVED	-	R 500 000	2	3	TAP reports to Board	ACHIEVED	-	Dev PC // CEO	Quarterly report on Product		
S/O 11.3	3	Page134, Chapter 3.7.6	Product development	KwaXolo Caves	Number of progress reports to Board	4	6	4		4	3	1	2	TAP Board reports	ACHIEVED	-	R 330 000	2	3	TAP reports to Board	ACHIEVED	-	Dev PC // CEO	Quarterly reports		
S/O 11.4	3	Page134, Chapter 3.7.6	Product development	Ntelezi Msami Heritage Project	Number of progress reports to Board	4	4	4		4	3	1	2	TAP Board reports	ACHIEVED	-		2	3	TAP reports to Board	ACHIEVED	-	Dev PC // CEO	Quarterly reports		
S/O 11.5	3	Page134, Chapter 3.7.6	Product Development	Big 5 (Emaweni)	Completion by deadline	NA	NA	NA		NA	NA	NA	NA	-	-	-		NA	NA	-	-	-	Dev PC // CEO	N/A		
S/O 11.6	3	Page134, Chapter 3.7.6	Product Development	Big 5 (Emaweni) Project reports of project progression	Quarterly reports	3	4	Target removed										Target removed					Target removed			
S/O 11.7	3	Page134, Chapter 3.7.6	Development Events	Responses to requests for support	Percentage of ad hoc requests that are supported	80%	76%	80%		80%	100%	80%	100%	Tourism Awareness (Umzumbel) / Mientli Group (HCM) / Indigenous Music & Dance Fest (HCM)	ACHIEVED	-	R 60 000	80%	100%	See schedule	ACHIEVED	-	Dev PC // CEO	Quarterly reports		
Strategic Objective #12: Ensure that DM/LM coastal management / development projects are activated																										
S/O 12.1	3	Page134, Chapter 3.7.6	Beach product development and upgrades	Oversight contribution to beach upgrades	CEO's collation of Annual status quo reports for 3 LMs with beaches by deadline	30-Jun-15	05-Jun-15	30-Jun-16		30-Jun-16	0	NA	NA	-	-	-	Operational	NA	NA	-	-	-	Dev PC // CEO	Record of Status Quo Reports from DM/LMs and Communication with DM/LMs and other facilitating agencies		
Strategic Objective #13 Create an enabling environment for tourism investment																										
S/O 13.1	3	Page134, Chapter 3.7.6	Partnership with Development Agency	Portfolio of Desired Tourism Investment Initiatives / Projects	2013/2014	Target removed																				
S/O 13.2	3	Page134, Chapter 3.7.6	Partnership with Development Agency	Investment prospectus	As per number and prospectus date																					
S/O 13.3	3	Page134, Chapter 3.7.6	Partnership with Development Agency	Tourism sector support to Development Agency	Percentage of ad hoc requests for input that are met																					
Strategic Objective #14: Ensure that tourism support infrastructure is adequately provided and/or maintained																										
S/O 14.1	3	Page134, Chapter 3.7.6	Partnership with stakeholders	Tourism support infrastructure	Percentage of ad hoc requests for tourism support infrastructure that are taken to conclusion	80%	100%	80%		80%	100%	80%	100%	See schedule	ACHIEVED	-	Operational	80%	100%	See schedule	ACHIEVED	-	Dev PC // CEO	Record of requests and facilitation assistance		

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE						
CS 1	MTID 2	Municipal Transformation & Institutional Development	EMPLOYEE WELNESS	EHW programmes implemented	N/A	6	Number of EHW programmes implemented	Number	4	2 Programme Conducted	4	R 57 124.96	R 192 874.54	ACHIEVED	Nil	Nil	Nil	Attendance Register Report Programme						
CS 2				Implementation of processes of incapacity due to ill health.	N/A	New project	Number of incapacity hearings in the cases of ill health concluded	Number	4	2 EAP Hearing held	2	0	0	ACHIEVED	Nil	Nil	Nil	Attendance Register of the incapacity Hearings						
										R 100 000.00								1 Minutes of incapacity Hearings						
										R 0.00														
CS 3	MTID 3		HRD	Implementation of the WSP	N/A	90%	Percentage of Implementation WSP based on No. of programmes	Percentage	95%	50% of WSP Training Programmes held	71%	R 1 694 176.71	R 929 847.93	ACHIEVED	Nil	Nil	Nil	Purchase Orders Attendance Registers						
R 675 000																								
CS 4										Implementation of Employment Equity Programmes	N/A	4	Number of employment equity programmes implemented	Number	2	2 Programme Conducted	2	0	0	ACHIEVED	Nil	Nil	Nil	Attendance Register Programme
																R 0.00								
CS 5	MTID 4		STAFF COMMUNICATIONS	HR Newsletters	N/A	New project	Number of HR newsletters developed	Number	3	1 Newsletter Developed	1	R 63 000.00	R 237 000.00	ACHIEVED	Nil	Nil	Nil	Copy of Newsletter						
CS 6										Road Shows	N/A	1	Number of HR road shows conducted	Number	4	2 HR Road Show conducted	3	0	0	ACHIEVED	Nil	Nil	Nil	Attendance Register Programme
																R 100 000.00								
																R 0.00								
CS 7	MTID 5			LABOUR RELATIONS	Education and Awareness on Labour Relations	N/A	New project	Number of education/awareness programmes on labour related issues conducted	Number	4	2 Programme Conducted	2	R 25 776.06	R 374 223.44	ACHIEVED	Nil	Nil	Nil	Attendance Register Programme					
R 25 000																								
CS 8											Government institutions and Municipalities Partnerships Contracts	N/A	New project	Date when partnership contracts are concluded with government institutions and	Date	30-Sep-15	N/A	N/A	N/A	N/A	N/A	Nil	Nil	Nil

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
							municipalities with regards presiding and prosecuting labour issues.			R 0.00								
CS 9	MTID 5			FRAUD Disciplinary Cases Resolved	n/a	New project	% of fraud disciplinary cases resolved by 30 June 2016	Percentage	60%	N/A	30%	0	0	ACHIEVED	Nil	Nil	Nil	N/A
										R 0.00								
CS 10	MTID 6		OCCUPATIONAL HEALTH AND SAFETY	Compliance with OHS Act	N/A	100%	Number of First Aid trainings conducted	Number	3	2	2	R 100 236.60	R 99 762.90	ACHIEVED	Nil	Nil	Nil	Attendance Register Copies of Certificates
										R 25 000.00								
CS 11				Compliance with Servicing of Fire Equipment	N/A	100%	Date Fire Equipment serviced	Date	30-Mar-16	n/a	N/A	N/A	N/A	N/A	Nil	Nil	Nil	n/a
CS 12	MTID 6			SHE Committee Meetings	N/A	4	Number of SHE Committee Meetings held	Number	4	2	3	0	0	ACHIEVED	Nil	Nil	Nil	Attendance Register and Minutes
										R 0.00								
CS 13	MTID 7		HR ADMINISTRATION	Performance Management Systems implemented for Levels 4,5,6	N/A	March 2015	Number of levels 4, 5 & 6 employees signed IPMS performance agreements	Number	20	N/A	N/A	0	0	N/A	Nil	Nil	Nil	N/A
										R 0.00								
CS 14	MTID 7			Compliance with leave management	N/A	12	Percentage of compliance in relation to leave management	Percentage	100%	100%	100%	0.00	0.00	ACHIEVED	NIL	NIL	N/A	Report
										R 0.00		N/A	N/A					

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
CS 15	MTID 7				N/A	New project	Percentage of vacant budgeted for managerial positions filled.	Percentage	100%	90%	90%	0.00	0.00	ACHIEVED	Nil	Nil	Nil	Recommendation of the Interview panel to MM
										R 0.00								
CS 16	MTID 7				N/A	New project	Turnaround time taken to fill authorised, vacant, internal and budgeted for positions levels 4 - 18	Turnarond time	2 months	2 months	2 Months	0	0	ACHIEVED	Nil	Nil	Nil	Recommendation of the Interview panel to MM
										R 0.00								
CS 17	MTID 7			Overtime Management	N/A	Overtime strategy adopted	Overtime reduction strategy implemented	Frequency	Quarterly	Implementation of the strategy	Quarterly	0	0	ACHIEVED	Nil	Nil	Nil	Overtime reports and comparison reports
										R 0.00								
CS 18	MTID 8		FLEET MANAGEMENT	Fleet Replacement Plan	N/A	As per the plan	Percentage of fleet replaced as per the fleet replacement plan	Percentage	100%	Award of tender	Tender Awarded	R5M	N/A	NOT ACHIEVED	Nil	Nil	Nil	BAC minutes Letter of award
										R 0.00								
CS 19	MTID 8			Fleet Disposal Plan	N/A	2	Date disposal list is concluded and implemented	Date	December 2015	Progress Report on fleet disposal plan	Progress Report	0	0	ACHIEVED	Nil	Nil	Nil	Minutes of the Asset Disposal Committee Agenda
										R 0.00								
CS 20	MTID 8			Fleet Maintenance Plan	N/A	100%	Percentage of implementation of fleet maintenance plan	Percentage	100%	100%	100%	R 3 528 912.30	R 2 837 030.55	ACHIEVED	Nil	Nil	Nil	Fleet maintenance plan Report
										R 1 000 000.00								
CS 21	MTID 8			Licence renewal Plan	N/A	100%	Percentage of vehicle licence renewed	Percentage	100%	100%	100%	R 503 520.21	R 84 482.35	ACHIEVED	Nil	Nil	Nil	Vehicle licence renewal plan Reports
										R 0.00								
CS 22	MTID 8			Fleet Management Committee Meetings	N/A	12	Number of fleet management committee meetings held	Number	6	2 Fleet committee Meetings held	2	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Attendance Register and Minutes
										R 0.00								

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE						
CS 23	MTID 8			Fleet Policy Review	N/A	Outdated	Date when fleet management policy is reviewed and adopted	Date	31-Dec-15	Reviewed Fleet Policy adopted at Council by 31 Dec 2015	Adopted Policy	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Council Resolution						
												R 0.00												
CS 24	MTID 8			Verification of Drivers and PDP licences	N/A	100%	Date drivers licences/PDP verified	Bate	30-Mar-16	N/A	n/a	0	0	N/A	Nil	Nil	Nil	N/A						
												R 0.00												
CS 25	MTID 8			Verification of Vehicles	N/A	100%	Date Ugu vehicles physical verification concluded	Date	30-Mar-16	N/A	N/A	0	0	N/A	Nil	Nil	Nil	N/A						
												R 0.00												
CS 26	MTID 8			Driver Competency testing	N/A	100%	Percentage implementation of driver competency testing	Percentage	100%	Driver Competency Testing of Ugu Employees that are due for testing	50%	0	0	ACHIEVED	Nil	Nil	Nil	Signed off driver competency testing assessments						
										50%														
												R 0.00												
CS 27	MTID 9			SECRETARIAT SERVICES	Confidentiality and non-disclosure of information awareness and agreements	N/A	New project	Date of workshop with Secretariat staff for confidentiality awareness held	Date	30 September 2015	N/A	N/A	0	0	N/A	Nil	Nil	Nil	N/A					
CS 28	MTID 9											N/A	New project	Date of signing of confidentiality, non-disclosure agreements by all secretariat staff	Date	30 September 2015	N/A	N/A	0	0	N/A	Nil	Nil	Nil
CS 29	MTID 9		Resolutions Dissemination	N/A	100%	Frequency updates of the intranet with adopted minutes of; Council EXCO Portfolio Committees	Frequency	Quarterly	Adopted Council, EXCO and Portfolio Committee Minutes published to the intranet	Updated	0	0	ACHIEVED	Nil	Nil	Nil	Copy of Intranet publication							

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT/PROGRAMMES)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
CS 30	MTID 9			Legislative Compliance	N/A	n/a	Frequency of updates to the website with Council minutes being published as per legislation	Frequency	Quarterly	Adopted Council minutes published onto the website	Published	0	0	ACHIEVED	Nil	Nil	Nil	Copy of website publication
										R 0.00								
CS 31	MTID 9			Rules and orders of Council Awareness	N/A	New project	Training and Awareness workshop for Amakhosi and Councillors on rules and orders conducted	Date	30 Sept 2015	Training for Councillors and Amakhosi on the Rules and Orders of Council	N/A	R 0.00	R 0.00	N/A	Nil	Nil	Nil	Attendance Regsiter Programme
										R 0.00								R 0.00
CS 32	MTID 9			Terms of Reference for Committees Training and Awareness	N/A	New project	Training and Awareness of the TOR's for each Portfolio Committee to Secretariat Staff held	Date	31 Dec 2015	Training of Secretariat Staff on TOR for Committtees	Training done internally	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Attendance Register Programme
										R 0.00								
CS 33	MTID 9			Quality Assurance	N/A	New project	Workflow development of the Secretariat business processes completed	Date	31 March 2016	Draft workflow document	Draft workflow document	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Draft Workflow
										R 0.00								
CS 34	MTID 9				N/A	New project	Editing of Minutes and urgent items procedure guide is dveloped	Date	31 December 2015	Approved Procedure Guide	Procedure Guide	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Procedure guide
										R 0.00								
CS 35	MTID 9			Paperless Minutes and Agendas Implementation and Awareness	N/A	New project	Date by which the implementation of projecting of Agenda, Minutes and Annexures at the meeting for all internal meetings is implemented	Date	30 Sept 2015	Workshop MANCO, Extended MANCO on the use of paperless agendas	N/A	R 0.00	R 0.00	N/A	Nil	Nil	Nil	Attendance Register of workshop
										R 0.00								

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE		
CS 36	MTID 9				N/A	New project	Date by which the implementation Educating and Awareness of paperless meetings for Internal Departmental meetings; OMM CS IED WS Treasury is implemented	Date	30 June 2016	2 Departmental Meetings training session	2	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Attendance Register of the training Presentation		
CS 37	MTID 9				N/A	New project	Percentage compliance with the Rules and Orders on the Delivery of Agendas	Percentage	100%	100% compliance with the rules and orders of delivery of agendas	100%	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Nil	Nil	Dispatch lists
CS 38	MTID 9				N/A	New project	Percentage compliance with the Rules & Orders Sitting of Meetings	Percentage	100%	Report to Speakers Office monthly	3 monthly reports to speakers office	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Nil	Nil	3 Reports
CS 39	MTID 9			Language Services	N/A	New project	Number of documents translated into isiZulu	Number	Quarterly	N/A	N/A	R 0.00	R 0.00	N/A	Nil	Nil	Nil	Nil	N/A	
CS 40	MTID 9				N/A	New project	Turnaround time ad hoc translation services concluded	Turnarond time	Within 60 days	Within 60 days	within 60 days	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Nil	Monthly report	
CS 41	MTID 9			Resolutions Committee	N/A	New project	Date by which a Resolutions Committee is established	Date	30 Sept 2015	N/A	N/A	0	0	N/A	Nil	Nil	Nil	Nil	N/A	

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT/PROGRAMMES)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
CS 42	MTID 9				N/A	New project	Number of meetings to be held for resolutions committee; COUNCIL EXCO MANCO	Number	6	1 Resolutions committee meeting	R 1.00	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Attendance Register Resolutions Register
											R 0.00							
CS 43	MTID 9		SECURITY SERVICES	Security Awareness	N/A	New project	Number of Security Awareness Committee meetings	Number	4	1 security Awareness committee meeting	R 1.00	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Minutes of the Securitiy Awareness meeting Attendance Register
											R 0.00							
CS 44	MTID 9			Monitoring of Service Providers	N/A	New project	Number of monitoring and compliance with service providers to contracts sessions completed	Number	4	1 meeting with security service providers	1	0	0	ACHIEVED	Nil	Nil	Nil	Attendance Register Minutes Invoices
											R 750 000.00							
CS 45	MTID 9			Installation of Surveillance Cameras	N/A	New project	Date by when surveillance Cameras at entrances and exits of 5 sites will be installed	Date	28 February 2016	Implementation of the contract	Programme of implementation finalised	0	0	ACHIEVED	Nil	Nil	Nil	letter of Award Implementation plan report
											R 0.00							
CS 46	MTID 11		RECORDS MANAGEMENT	File Plan Compliance	N/A	Quarterly	Frequency of monitoring of file plan compliance	Frequency	Quarterly	Monitoring of Departmental file plan usage statistics	Statistics	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Statistics of usage per dept per month (3)
											R 0.00							
CS 47	MTID 11				N/A	Annually	Date by when submission of file plan amendments to KZN Provincial Archives is done	Date	31 December 2015	Letter to KZN Archives with File plan amendments for approval	Letter	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Letter to KZN Archives
											R 0.00							

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE	
CS 48	MTID 12			Destruction Authority	N/A	Annually	Date by when application for destruction authorities to KZN Archives is done	Date	31 December 2015	Letter to KZN Archives requesting approval of destruction authorities	Letter	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Letter to KZN Archives	
										R 0.00									
CS 49	MTID 12			EDMS system implmentation	N/A	New project	Frequency of EDMS system usage monitoring	Frequency	Quarterly	Monitoring of system usage	Monitoring	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Usage Report	
										R 0.00									
CS 50	MTID 13		PAIA (Promotion of Access to information Act)	PAIA Compliance	N/A	100%	Turnarond time taken to respond to PAIA requests received	Tumarond time	Within 30 days	Within 30 days	Within 30 days	0	0	ACHIEVED	Nil	Nil	Nil	Monthly report Schedule of received schedule	
										R 0.00									
CS 51	MTID 13					N/A	30 April 2015	Date by which submission of Section 32 PAIA report submission to Human Rights Commission	Date	30 April 2016	N/A	N/A	R 0.00	R 0.00	N/A	Nil	Nil	Nil	N/A
											N/A								
CS 52	MTID 13			PAIA Manual	N/A	New project	Date by when Publication of PAIA manual in 3 languages is available	Date	31 March 2016	Procurment of a service provider to publish manuals	Procurement	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Purchase Order	
										R 0.00									
CS 53	MTID 14		KNOWLEDGE MANAGEMENT	Knowledge Management Training and Awareness	N/A	1	Number of Knowledge Managment Training / Awareness sessions held	Number	4	1 Knowledge Management awareness and training session held	4	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Programme Attendance Register	
										R 0.00									
CS 54	MTID 15		FACILITIES MANAGEMENT	Building Maintenance Plan	N/A	100%	Date by when the Building Maintenance Plan is completed	Date	30 September 2015	Implementation	Implementation	R 682 592.68	R 458 338.67	ACHIEVED	Nil	Nil	Nil	Updated Mainetnance plan with expenditure	
										R 0.00									

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
CS 55	MTID 16		PROPERTY MANAGEMENT	Transfer of Land ownership	N/A	0%	% Transfer of land handed over to conveyancers (167)	Percentage	20%	Monitoring of conveyancer progress in land transfer	Monitoring	R 65 000.00	R 435 000.00	ACHIEVED	Nil	Nil	Nil	Attorney/Conveyancer reports
										R 0.00								
CS 56	MTID 16			Lease Management	N/A	100%	Date by when Ingonyama Trust Leases and annual rental payments are finalised	Date	30 June 2016	N/A	N/A	0	0	N/A	Nil	Nil	Nil	N/A
										R 0.00								
CS 57	MTID 17		LONG TERM OFFICE ACCOMODATION	Development of New Oslo Beach offices	N/A	New project	Percentage completion of development of offices for Treasury at Oslo Beach site	Percentage	40%	30% construction completed	0%	R 0	R 6 600 000	NOT ACHIEVED	Q1 target delayed hence all targets behind by 1 quarter	Tender documents and drawings being finalised by Architect Authorisation to proceed with architects	To be advertised by 29/02/2016 Professional services briefing meeting held 09/12/2015	Invoices Architects report
										R 0.00								
CS 58	MTID 17			Refurbishment of Park Rynie standby quarters	N/A	10%	% Completion of Park Rynie Standby quarters	Percentage	100%	Construction and refurbishments 40%	2nd Tender advertised and closed 27/11/2015	0%	R 3 100 000	NOT ACHIEVED	2nd round of advertisements as 1st round had no responsive bidders. Waited 6 month cool off period CIDB Regs	Re-advertised	Targetted award 31/01/2016	Architects report
										R 1 240 000.00								
CS 59	MTID 17			Training Room finalisation at Connor street	N/A	New project	Date by when connor street garages are converted to training facility	Date	31 March 2016	Refurbishment start	100% complete	R342,000	R 0	ACHIEVED	Nil	Nil	Nil	Invoices
										R 0.00								
CS 60	MTID 17			Development of New Disaster site offices for Corporate services offices and Council Chambers	N/A	New project	Percentage completion of development of offices for Corporate Services and Council chambers at the Disaster management site	Percentage	40%	30% construction completed	51%	R1221 886.06	R 3 233 389.55	NOT ACHIEVED	Nil	Nil	Nil	Invoices Architects report

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
CS 61	GGPP 17	Good Governance and public Participation	Information Communication Technology	Website upgrade and update and legislative compliance	N/A	New project	Website upgrade completed	Date	31 March 2016	Design of the website	Design	0	0	ACHIEVED	Nil	Nil	Nil	Draft website design
CS 62	GGPP 17			N/A	New project	% compliance with legislation for website content	Percentage	100%	Implementation	Implementation	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Legislative checklist Website report	
CS 63	GGPP 17			Information security	N/A	8	Number of Security policy review user awareness training sessions held	Number	12	User Awareness session	3	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Attendance register of user awareness schedules (3)
CS 64	GGPP 17			N/A	New project	Number of users to have signed confidentiality agreements	Number	350	200 of users signed confidentiality agreements	308	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Confidentiality agreements	
CS 65	GGPP 17			Computer upgrades	N/A	New project	Date by when computer upgrades are done	Date	31 Dec 2015	Computer and laptop upgrades	11/12/2015	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Upgrade schedule report
CS 66	GGPP 17			WAN upgrade	N/A	New project	Date when the WAN upgrade is implemented	Date	31 December 2015	Upgrade of the WAN	17/12/2015	0	0	NOT ACHIEVED	Nil	Nil	Nil	Service provider Close out report and network diagram
CS 67	GGPP 17			Server Infrastructure upgrade.	N/A	New project	Date when the server upgrade is completed	Date	30 June 2016	Award of server tender	Award	357,397.98	R 0.00	ACHIEVED	Nil	Nil	Nil	Letter of Award
CS 68	GGPP 17			Computer Centres	N/A	New project	Number of computer centres established in rural schools	Number	6	N/A	N/A	N/A	N/A	N/A	Nil	Nil	Nil	N/A

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
CS 69	GGPP 17			ICT Governance Review	N/A	New project	Date when the ICT governance framework and implementation plan is adopted by council	Date	30 June 2016	Align the reviewed ICT governance framework and Develop procedures as determined by the COGTA requirements;	Council adopted on 29/10/2015	R 0	R 0	ACHIEVED	Nil	Nil	Nil	Procedures guide
CS 70	GGPP 17			Resolution of AG Queries	N/A	New project	number of reduced AG queries as per the 2013/14 report	Number	3	Review of the DR Plan for IT	Revision 1 review done on 01/12/2015	R 0	R 0	ACHIEVED	Nil	Nil	Nil	Reviewed DRP
CS 71	CSI 15	Cross Cutting Interventions	Integrated Institutional Capacity for Disaster Risk Management DDMA	Forums for Disaster Risk Management DDMAF	All wards	4	Number of Co-ordinated Forums for Disaster Risk Management DDMAF	Number	4	1 Forum	2	R 3 900.00	R 27 000.00	ACHIEVED	Nil	Nil	Nil	Attendance Register
CS 72	CSI 15			Forums for Disaster Risk Management District Practitioners	All wards	10	Number of Co-ordinated Forums for Disaster Risk Management District Practitioners	Number	6	2 Forums	3	R 4 400.00	R 5 800.00	ACHIEVED	Nil	Nil	Nil	Attendance Register
CS 73	CSI 15			Ward Based Structures / Committees establishment	All wards	New project	Number of Ward Based disaster management Structures/ Committee established	Number	12	3 Ward Based Committee Meeting	12	R 0.00	R 50 000.00	ACHIEVED	Nil	Nil	Nil	Attendance Register
CS 74	CSI 15			Launch of Fire Protection Association	All wards	New project	Date by when the Fire Protection Association is Launched	Date	June 2016	Preparatory Meeting	15/10/2015	R 0.00	R 200 000.00	ACHIEVED	Nil	Nil	Nil	Attendance Register
CS 75	CSI 16			Disaster Risk Assessment	All wards	6	Number of Disaster Risk Assessments conducted	Number	6	1 Risk Assessment/Maps	2	R 300 000.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Assessment Report

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										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE		
CS 76	CSI 16			Risk Mapping	All wards	New project	Number of Risk areas Mapped (GIS) - maps	Number	4	Review 1 LM Risk Map	2	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Reviewd risk map		
												R 0.00								
CS 77	CSI 16		Disaster Risk Reduction plans	Disaster Risk Reduction Plans	All wards	8	Number of Disaster Risk Reduction Plans (Summer, Winter seasonal Plans, Events Contingency Plans	Number	8	4 risk Reduction Plan	7	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Plan		
																		R 0.00		
CS 78	CSI 16			DM Plans and Framework	All wards	6 Disaster Management Plans in 2014/15	Number of Co-ordinated DM Plans and Framework in line with IDP	Number	4	Review 1 DM Plans	2	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	1 DM Plan		
																		R 0.00		
CS 79	CSI 18		Response and Recovery	Risk ManagemenResponse, Recovery, Relief and Rehabilitation Strategy	All wards	Quarterly	Percentage of Implementation of Disaster Risk Management response, recovery, relief and rehabilitation strategy	Percentage	100%	100%	100%	0.00	0.00	ACHIEVED	Nil	Nil	Nil	Monthly progress report		
																		R 0.00		
CS 80	CSI 18						All wards	24 hours	Turnaround time taken to respond to disaster incidents	Turnarond time	24 hours	24 hours	24 hours	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	System Report
																				R 0.00
CS 81	CSI 18			Fire and Resuce Services Strategy workshops	All wards	1	Number of workshops conducted on the district wide fire and rescue services strategy	Number	6	2 workshops held	3	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Attendance Register Programme		
																		R 0.00		

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PERSON RESPONSIBLE: GENERAL MANAGER: CORPORATE SERVICES

SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT/PROGRAMMES)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action									
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE	
CS 82	CSI 18			Purchase of 2 vehicles to assist LM's with fire fighting	All wards	New project	Number of fire fighting vehicles purchased to assist Local Municipalities	Number	2	Appointment of Service Provider	Appointment	R 0.00	R 2 500 000.00	NOT ACHIEVED	Nil	Nil	Nil	Appointment Letter	
CS 83	CSI 18			Bylaws enforcement awareness campaigns	All wards	12	Number of Awareness campaigns on Enforcement of Bylaws conducted	Number	12	3 Awareness Campaigns Conducted	6	R 152 400.00	R 4 500 200.00	ACHIEVED	Nil	Nil	Nil	Attendance Register Programme	
CS 84	CSI 18			Field operations guidelines	All wards	New project	Number of Field Operations Guidelines Developed	Number	2	Implementation	Implementation	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Monthly Report	
CS 85	CSI 18			Emergency Relief Stock	All wards	New project	Date by when Emergency Relief Stock is available	Date	31 December 2015	Allocation of Emergency Relief stock	Allocation of stock	R 0.00	R 2 200 000.00	ACHIEVED	Nil	Nil	Nil	Aknowledgement of Receipt by LM's	
CS 86	CSI 18			Post Disaster Committee formulation	All wards	Committee formulated 2014/15	Date by when Post Disaster Committee is formulated	Date	30 June 2016	Quarterly report of post disaster committee progress of implementation	13/11/2015	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Report to the Disaster Management Forum	
CS 87	CSI 19	Disaster Management Capacity Building	Disaster Management Workshops	All wards	6	Number of Disaster Management Workshops	Number	6	2 Disaster Management workshop	3	R 84 400.00	R 164 000.00	ACHIEVED	Nil	Nil	Nil	Attendance Register Programme		
CS 88	CSI 19		Disaster Management Training	All wards	4	Number of trainings conducted on Disaster Management	Number	4	1 Training Session	3	R 64 900.00	R 129 800.00	ACHIEVED	Nil	Nil	Nil	Attendance Register Programme		

SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT/PROGRAMMES)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
CS 89	CSI 19			Community Awareness Campaigns	All wards	12	Number of community awareness campaigns conducted to mitigate the risk of fatalities	Number	12	3 Community Awareness Campaigns	7	R 42 300.00	R 75 000.00	ACHIEVED	Nil	Nil	Nil	Attendance Register (3) Programme (3) Quarterly report on fatalities
										R 37 500.00								

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INFRASTRUCTURE & ECONOMIC DEVELOPMENT SDBIP 2015 / 2016 MID-YEAR REVIEW REPORT

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action									
										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE	
IED 1	LED 1	LOCAL ECONOMIC DEVELOPMENT	Renewable Energy	alternative energy support initiative	N/A	New project	Informal Traders/Caterers Supported	Number	180	SCM process. Purchase of items.	186	R 6 800.00	R 53 200.00	ACHIEVED	Nil	Nil	Nil	Order number	
											R 0.00								
IED 2				Creative Industry Sector	Arts, Film, and Video Programme	All	New project	AFVF talent search Programmes Co-ordinated	Number	3	1 Programme Coordinated	1 Programme coordinated	R 0.00	R 5 000.00	ACHIEVED	Nil	Nil	Nil	Minutes and Attendance register, Photos
											R 5 000.00								
IED 3					Promote participation of local artists in local festivals and events	All	New project	Local artists featured in Musical Festivals	Number	10	2 Artists	2 Artists	R 0.00	R 100 000.00	ACHIEVED	Nil	Nil	Nil	Artists Performance Contracts
											R 20 000.00								
IED 4	LED 5			SMME Sector	SMME and Co-operative Development	All	80	SMME's Trained	Number	30	10	10 coops trained	R 0.00	R 3 000.00	ACHIEVED	Nil	Nil	Nil	Attendance Register and training report adopted by Manco and noted by portfolio committe
											R 3 000.00								
IED 5						All		Cooperatives trained	number	30	10	141	R 0.00	R 10 000.00	ACHIEVED	Nil	Nil	Nil	Attendance Register and training report adopted by Manco and noted by portfolio committe
											R 2 000.00								
IED 6						All		SMME's participation in Festival and Events	Number	6	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
											R 0.00								
IED 7	LED 6		Agricultural Support and Development	High Potential Ingonyama Trust Land	All	New project	Rural Agricultural production projects Developed	Number	6	2 Projects Developed	Projects already identified & SCM Process Underway	R 100 000.00	R 100 000.00	NOT ACHIEVED	Delays experienced in finalizing project identification and resource needs	Report to be tabled at MANCO and PC on 31/01/2016 & 11/02/2016 respectively	Feb-16	Extracts of Minutes of MANCO Noting Progress Report	

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										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
										R 70 000.00								
IED 8				Tea Tree Project	Ezingoleni Ward 1	1	Irrigation Infrastructure Improved	Percentage	100	N/A		N/A	N/A	N/A	N/A	N/A	N/A	N/A
										R 0.00								
IED 9				Production of tea tree oil	Ezingoleni Ward 1	4000	Litres of tea tree oil produced	Number	3000	N/A		N/A	N/A	N/A	N/A	N/A	N/A	N/A
										R 0.00								
IED 10				GIS Mapping of Agricultural Projects	Umzumbe	New project	Agricultural Projects Identified and mapped	1	1 Local Municipality	Inception report and implementation plan Project Implementation	Inception Report and Project Implementation Plan	R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Extract of minutes of Manco noting the progress report.
										R 50 000.00								
IED 11				Provision of Infrastructure at Horse Shoe Farm	Ezingoleni	New project	Toilet and storeroom constructed at Horse Shoe Farm	Percentage	100%	Appointment of Service Provider.	project completed	R 23 000.00	R 77 000.00	ACHIEVED	Nil	Nil	Nil	Appointment Letter.
										N/A								
IED 12				Ugu Fresh Produce Market	Ward 20		Ugu Fresh Produce Market leased to an implementing agent	Date	30-Jun-16	Tender advert	Tender Advert published	R 3 600.00	R 6 400.00	ACHIEVED	Nil	Nil	Nil	Copy of Advert
										R 10 000.00								

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										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
IED 13				Revitalization of non functional LED Projects	All	New project	Communal Gardens Revived	number	12	4	Projects already identified & SCM Process Underway	R 51 711.25	R 248 288.75	NOT ACHIEVED	Delays experienced in finalizing project identification and resource needs	Process to be finalized by March 2016	Mar-16	Extract of Minutes of MANCO Noting the Inception Report and letters of acknowledgement of receipt of support from beneficiaries
										R 100 000.00								
IED 14	GGPP 4		Sport Development	Ugu Sport & Leisure Centre	Hibiscus Coast Ward 28		Ugu Sports and Leisure Centre Maintained	USLC Operations Monitored & Inspected	6 Reports	3		R 0.00	R 0.00	ACHIEVED	Nil	Nil	Nil	Extracts of Minutes of Portfolio or MANCO Noting USLC Inspection & Monitoring Report
IED 15	LED 5		SMME Sector	LED Portable Skills programme	All	54	LED Portable skills Trainees Supported	Number	72 students	Implementation Plan	Implementation Plan	R 42 401.00	R 257 599.00	ACHIEVED	Nil	Nil	Nil	Extract noting implementation plan from Manco
										R 0.00								
IED 16	LED 9		Job Creation	Creation of job opportunities	All	230	Job opportunities created through LED initiatives	Number	60	N/a	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
										R 0.00								
IED 17	LED 10		Research and development	Development of databases	All	250	Database of Ugu unemployed Graduates	Date	30-Jun-16	Fieldworkers appointed by 31-Dec-2015	Authorisation for employment of fieldworkers and data capturers completed and signed by CFO.	R 0.00	R 200 000	NOT ACHIEVED	Delayed appointments of Field Workers	Fastrack employment process	Feb-16	Extract of Minutes of MANCO Noting the Report & Plan
										R 50 000.00								
				Business Survey	Umdoni	New project	Business perception surveys completed	Date	30-Jun-16	Fieldwork completed	Fieldwork Completed	R 5 000	R 64 000		Nil	Nil	Nil	Attendance Register and survey report

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										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
IED 18										R50,000				ACHIEVED				
IED 19				LED Strategy Review	All	Outdated LED Strategy	LED Strategy reviewed	Date	30-Jun-16	Final Draft strategy completed	ToR submitted to Bid Spec Committee.	R 0.00	R 500 000.00	NOT ACHIEVED	Project Scope Increased and required External Support	SCM Process started in December.	Jun-16	Draft report circulated for comments
										N/A								
IED 20				LED Webpage	All	Operational Webpage	Webpage operational and updated	Date	30-Jun-16	Content update completed	100%	R0.00	R0.00	ACHIEVED	Nil	Nil	Nil	Webpage screenshot
										N/A								
IED 21	LED 14		Development Agency Formation	Establishment of Ugu South Coast Development Agency	All	New project	Operational Ugu Development Agency	Date	31-Dec-15	31-Dec-15	Strategic Session Workshop conducted	R0.00	R0.00	ACHIEVED	Nil	Nil	Nil	Attendance Register
										R 0.00								
IED 22	LED 10		Research and development	GDS Implementation Plan	All	New project	Appointment of GDS Commissioners	Date	31-Dec-15	Appointment of GDS Commissioners	Selection Committee Appointed	R0.00	R 600 000	NOT ACHIEVED	Process Awaited Finalisation of Board Appointment Process	Process to resume in the 3rd Quarter	01-Jun-16	Extract from Exco and copies of appointment letters
										R 0.00								
IED 23					All	New project	GDS Team workshops conducted	Number	2	N/A		R0.0	R0.0	N/A	N/A	N/A	N/A	N/A
										R0.00								
IED 24	CC		Water Quality Monitoring	Water Sampling, testing & pollution	All	800	River Water Samples taken, and analysed	Number	276	138 river samples	257	R0.0	R115 745.63	ACHIEVED	Nil	Nil	Nil	laboratory reports

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PERSON RESPONSIBLE: GENERAL MANAGER: IED

SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
										R 0.00								
IED 25					All	New project	Reservoir/WWTW Water Samples taken, and analysed	Number	276	138 Reservoir samples	150	R0.0	R0.0	NOT ACHIEVED	Nil	Nil	Nil	laboratory reports
										R 10 000.00								
IED 26					All	New project	Standpipe Water Samples taken, and analysed	Number	40	20 Standpipes Water Samples	156	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	laboratory reports
										R 10 000.00								
IED 27					All	New project	Borehole Water Samples taken, and analysed	Number	84	42 Borehole samples	92	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	laboratory reports
										R 10 000.00								
IED 28					All	New project	Water tankers Samples taken, and analysed	Number	324	162 water tanker samples	169	R0.0	R0.0	NOT ACHIEVED	Nil	Nil	Nil	laboratory reports
										R 10 000.00								
IED 29	CCI 2		Sanitation Monitoring	Sanitation compliance		10	Projects monitored for sanitation compliance	Number	10	10	55	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	monitoring reports
										R 0.00								
IED 30	CCI 3		Environmental Health Education	Workshops, awareness sessions and campaigns	ALL	8	Workshops, awareness sessions and campaigns Conducted	Number	16	6	31	R0.0	R4 822.75	ACHIEVED	Nil	Nil	Nil	reports; Attendance registers
										R 4 822.75								

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										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
IED 31	CCI 3		Law Enforcement	Public Health By-Laws	N/A	Draft	Public Health By-Laws & Implementation Plan	Date	30-Mar-15	Public participation meetings	0	R0.0	R0.0	NOT ACHIEVED	Delay in service provider in submitting vetted By-laws	Public Participation and Promulgation of By-laws to be done internally	31st March 2016	Attendance registers and report
										R 0.00								
IED 32	CCI 4		Food control	Create awarness at Food outlets and Industries on impact of fats and oils at WWTW	All	New project	Food control sessions conducted	number	80	40	84	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	Reports
										R 0.00								
IED 33	CCI 4		Swabbing/Microbial detection	All	100	Microbial samples conducted	number	100	25	0	R0.0	R 20 000	NOT ACHIEVED	motivation submitted to SCM for mini tender with terms of references	SCM to expedite process	3rd quarter	Reports adopted by MANCO	
									R 20 000.00									
IED 34	CCI 4		Food handlers education workshop and sessions	All	4	Food Handlers Education workshops conducted	number	8	4	31	R0.0	R 4 822.75	ACHIEVED	Nil	Nil	Nil	Attendance Register	
									R 4 822.75									
IED 35	CCI 4		Inspections, actions/sessions	All	160	Inspections and actions taken	Number	320	160	546	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	Inspection reports,	
									R 0.00									
IED 36	CCI 5		Disposal of the Dead	Pauper burials	All	16	Qualifying paupers buried	Percentage	100%	100%	100%	R 23 450.00	R 100 000.00	ACHIEVED	Nil	Nil	Nil	invoice and list of paupers approved
										R 100 000.00								

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										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
IED 37	CCI 6		Premises surveillance	Building Plans	All	400	Building Plans scrutinised	number	300	150	281	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	Plans register per LM done, with an EH stamp.
											R 0.00							
IED 38	CCI 6		Public and Private Facilities	All	160	Inspections conducted for health compliance	number	320	160	258	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	Reports	
											R 0.00							
IED 39	CCI 7		Communicable Disease Control	Communicable Disease Surveillance	All	6	Investigation and reporting of Communicable Diseases investigated	Percentage	100%	100%	100%	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	Reports
IED 40			Water Works Treatment Works	Surveys and sampling	All	New project	Inspections conducted	Number	23	23	127	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	Reports
IED 41			Environmental Health & Hygiene Education	Communicable Disease Control	n/a	120	Health and hygiene education conducted	Number	120	53	205	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	Evaluation Reports
IED 42			Chemical Safety(STOP PROGRAMME)	ALL	N/A	New project	STOP sessions conducted	Number	120	60	72	R0.0	R0.0	NOT ACHIEVED	Nil	Nil	Nil	Evaluation Reports

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
IED 42										R 0.00								
IED 43			PHAST Methodology	ALL	N/A	New project	PHAST Methodology conducted	Number	12	6	35	R0.00	R0.0	ACHIEVED	Nil	Nil	Nil	Evaluation Reports
										R 0.00								
IED 44			Water and Sanitation	ALL	N/A	New project	Water and sanitation awarness coducted	Number	120	60	210	R0.0	R0.0	ACHIEVED	Nil	Nil	Nil	Reports
										R 0.00								
IED 45	CCI 8			Atmospheric Emissions Licencing - Issuing	All	9	AELs considered for decision as per applications received	Percentage	100%	100% AELs considered for decision as per applications received	100% of applications considered	R 0.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Samples of copies of applications; Copies of AELs (if issued); Correspondences and info required
										R 0.00								
IED 46			Air Quality Management	Atmospheric Emissions Licences Monitoring	All	9 Atmospheric Emmission licences issued	Atmospheric Emmission licences monitored	Number	9	Monitor 9 licences, hold individual sessions with licencees	10 licenses monitored	R 0.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Correspondences with licencees, reports on state of compliance
										R 0.00								

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action									
										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE	
IED 47				Controlled emitters (small boilers) survey and database	All	Draft Database	Database of controlled emitters completed	Date	30-Jun-16	Draft of survey/database and public participation	Database adopted by council and public participation conducted	R62.000.00	R15.000.00	ACHIEVED	N/A	N/A	N/A	Draft surveyy/database and PP report	
											R 25 721.00								
IED 48	CCI 9				Establish Air quality management (AQM) forum	All	None	AQM forums workshops/year conducted	Number	2	Development of TORs and stakrholder list 1 AQM Forum workshop	2 Forum workshop conducted (1 achieved in advance in q1)	R 0.00	R 0.00	NOT ACHIEVED	N/A	N/A	N/A	Workshop minutes; agenda; Attendance register
											R 0.00								
IED 49				Integrated waste management Plan Implementation	Support LMs in Waste Management project	All	Supported 6 waste mngt projects in 6 LMs	Waste management projects supported in LMs	number	6 projects	6 waste management projects in 6 LMs supportede and monitored	6 waste management projects supported	0	0	ACHIEVED	N/A	N/A	N/A	Progress report once a quarter submitted to portfolio committee
										R 0.00									
IED 50			Climate Change Response	Climate Change Desktop Vulnerability survey and Response Strategy	All	none	Draft Climate Change Vulnerability Survey and Response Strategy developed	Date	30-Jun-16	Appointment of Service Provider; Project Inception	Appointment made, Inception meeting held	R 0.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Appointment correspondence and inception report	
										R 100 000.00									
	CCI 11		Integrated Environmental Management & Environmental Compliance	Implementation of Environmental Management Programme (EMPr)	N/A	Approved EMPr and Close-Out report	Implementatioof Environmental Management Programme (EMPr) reports produced	Number	03-Jan-00	Workshop Target 1 (opeators)	workshop held in 1 st Quarter	R 0.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Attendance register; completed evaluation sheets, outcomes report	

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										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
IED 51																		
IED 52				Umzumkhulu Mouth Management Plan	Ward 18-HCM	None	UMMP adopted	Date	30 June 2016	Final UMMP	Final UMMP	R51,443.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Final UMMP
										R51, 443								
IED 53				Environmental Impact Management	N/A	16 WS compliant project/cases of compliance (non)	Projects/cases checked for environmental compliance	Number	16	8 projects/cases	9 projects, Masinenge, Harding Bulk sewerage, Mistake farm,Marburg Quarry, Umzimkulu Mounth breaching	R 0.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Compliance reports, meeting registers, etc
										R 0.00								
IED 54			Finalisation of the Environmental Management Framework	All	Env Report (Desired state of Env & Env. Management Zones)	Environmental Management Framework (EMF) adopted	Date	Final Adopted EMF by 2016/06/30	SCM processes	Initial SCM process undertaken, awaiting CFO's consideration	R 4 800	R439,000	NOT ACHIEVED	CFO to advise based on the motivation for the SCM procedure	Resume on 3rd quarter	31-Mar-16	Proof of SCM processes	
									10000									
	CCI 12		Integrated Coastal management	Coastal management projects	HCM Ward 01, 02; 06; 03; 18; 16; and Umzumbe ward 18 and	2 externally funded projects	Coastal management projects coordinated	Number	2	2	2 projects monitored	R 0.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Progress report

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
IED 55					16					R 0.00								
IED 56				Coastal management stakeholder forum	N/A	1 forum; 3 meetings/annum	Coastal management stakeholder forum workshops conducted	Number	4	2	2 forum conducted	R 1 500.00	R10,000	ACHIEVED	N/A	N/A	N/A	Forum minutes; attendance register
										R 2 893.00								
IED 57	CCI 13		Env protection and biodiversity management	Problem (Bushpigs) Animals Management	Vulamehlo & Umzumbe	1 pilot-Umzumbe & Vulamehlo LM	Problem (bushpigs) animals management projects implemented	Number	1	1 Project at umzumbe and monitoring	Project monitored	0	0	ACHIEVED	N/A	N/A	N/A	Progress report
										R 100 000.00								
IED 58				Invasive Alien Species (IASP)-Forum and projects	Umzumbe	1 forum; 4 meetings/workshops	Invasive Alien Species (IASP) stakeholder forum workshops held	Number	4	2 stakeholder meeting;	2 forum meetings	0	0	ACHIEVED	N/A	n/A	N/A	Forum workshop reports; attendance registers
										R 0.00								
IED 59				Invasive Alien Species clearing on Ugu critically invaded properties	All	1 forum; 2 EPWP projects Umdoni & HCM estauries and Margate WWTWs	Invasive alian species clearing project completed	Date	30-Jun-16	Procurement processes	Procurement processes commenced	R 0.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Proof of SCM processes
										R50,000								
	CCI 14			Environmental Education and Awareness	Environmental Education and Awareness	All	5	External Public campaigns organised	Number	5	2	2 Air quality workshop for Esayidi Nurses College	0	0	ACHIEVED	N/A	N/A	N/A

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action									
										Mid-year target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE	
IED 60										R 25 600.00									
IED 61					All	5	International Environmental calendar days celebrated	Number	4	2	Celebrated weed buster day	0	0	ACHIEVED	N/A	N/A	N/A	Campaign reports; e-mail correspondences, etc	
										R 0.00									
IED 62					All	2 workshops; paper recycling project with Aux Services	Eco-/Green office initiatives (internal education) implemented	Number	3	2	2 Evaluation of cleaners on env knowledge done	R 0.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Evaluation report with recommendations; Survey results	
				R 0.00															
IED 63				School Env Education Programme (SEEPRO)	All	15 SEEPRO Schools	Schools enrolled for SEEPRO	Percentage	100% of schools entered	Maintain 100% schools membership	List of schools and Database	R 0.00	R 0.00	N/A	N/A	N/A	List of schools maintained		
										R0,00									
IED 64				Health and Hygiene Education Strategy (HHES)	Develop HHES	N/A	New project	Health and Hygiene Education Strategy adopted	Date	30-Jun-16	Appointment of Service Provider; Project Inception	Service provider appointed, inception conducted and report submitted, public participation initiated	56,5000	55,000.00	ACHIEVED	N/A	N/A	N/A	Inception Report
											R 10 000.00								

END

**2015/2016
OMM MID-YEAR REPORT**

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-1	GGPP 1	Good Governance and Public Participation	2012/2013 - 2016/2017 Integrated Development Plan (IDP)	2015/2016 IDP, Budget PMS Review Process Plan	All wards	Adopted 2014/2015 reviewed IDP, Budget and PMS process plan	2015/2016 IDP, Budget and PMS reviewed process plan adopted	Date	30-Aug-15	30-Aug-15	27-Aug-15	0	0	ACHIEVED	N/A	N/A	N/A	council resolution
										R 0.00								
OMM-2				2016/2017 IDP	All wards	Adopted 2012/ 2017 5 year IDP	2015/2016 Reviewed IDP adopted by council	Date	30-Jun-16	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A
										R 0.00								
OMM-3				2015/2016 IDP Printing	All wards	2012/2017 5 year IDP printed	Copies of 2014/2015 IDP printed	Number	200	200	250	158000	43000	ACHIEVED	N/A	N/A	N/A	invoice and purchase order
										R 0.00								
OMM-4	GGPP 2	District Wide Intergovernmental Relations	Functional IGR Structures	All wards	New	Resolutions taken at the Mayors forum meetings implemented	Percentage	90	60	78%	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Minutes of meetings and Attendance Registers	
									R 0.00									
OMM-5				All wards	New	Resolutions taken at the Speakers Forum meetings implemented	Percentage	90	60	100%	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Minutes of meetings and Attendance Registers	
									R 0.00									

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-6					All wards	New	Resolutions taken at the Municipal Managers Forum meetings implemented	Percentage	90	60	33%	N/A	N/A	NOT ACHIEVED	The implementation of the resolutions is not within the control of IGR	Restructure of KPI	31-Jan-16	Minutes of meetings and Attendance Registers
										R 0.00								
OMM-7					All wards	4	Resolutions taken at the Chief Financial Officers Forum meetings implemented	Percentage	90	60	100%	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Minutes of meetings and Attendance Registers
										R 0.00								
OMM-8					All wards	4	Resolutions taken at the District Development Planning Forum meetings implemented	Percentage	90	60	100%	0	0	ACHIEVED	N/A	N/A	N/A	Minutes of meetings and Attendance Registers
										R 0.00								
OMM-9					All wards	New	Resolutions taken at the IDPRF meetings implemented	Percentage	90	60	100%	0	0	ACHIEVED	N/A	N/A	N/A	Attendance registers and Minutes of meetings
										R 10 000								
OMM-10	GGPP 2			Effective Change Management	All wards	New	Resolutions taken at Change Management Committee North implemented	Percentage	90	60	75%	0	0	ACHIEVED	N/A	N/A	N/A	Minutes of meetings and Attendance Registers
										R 0.00								

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-11					All wards	New	Resolutions taken at Change Management Committee South implemented	Percentage	90	60	48%	0	0	NOT ACHIEVED	The implementation of the resolutions is not within the control of IGR	Restructure of KPI	31-Jan-16	Minutes of meetings and Attendance Registers
										R 0.00								
OMM-12	GGPP 3	Good Governance & Community Participation	Enhancement of public participation	Effective Public Participation	All wards	18 izimbizo held 2013/14	Mayoral Izimbizos conducted	Number	18	18	18	180 000	R 1 000 000	ACHIEVED	N/A	N/A	N/A	Council resolution adopting the report on community engagements and attendance registers
										R 0.00								
OMM-13					All wards	17	2015/2016 IDP Roadshows conducted	Number	18	N/A	N/A	0	0	N/A	N/A	N/A	N/A	N/A
										R 0.00								
OMM-14	GGPP 3		Enhancement of public participation	Identified School challenges	All wards	6	Schools visited	Number	6	N/A	N/A	0	0	N/A	N/A	N/A	N/A	N/A
										R 0.00								
OMM-15				Sitting of Workers parliament	All wards	1 ACHIEVED in May 2015	Workers parliament held	Date	31-May-16	N/A	N/A	0	0	N/A	N/A	N/A	N/A	N/A
										R 0.00								
OMM-16	GGPP 3		Enhancement of public participation	Public participation workshops held and Enhanced community participation	All wards	4	Public participation workshops conducted	Number	4	2	2	NIL	NIL	ACHIEVED	N/A	N/A	N/A	Report and attendance registers
										R 50 000.00								

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PERSON RESPONSIBLE: MUNICIPAL MANAGER																		
SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-17				Functional Ward Committees	All wards	10 Reports	Ward Committee reports submitted to Speakers Forum	Number	12	6	6	NIL	NIL	ACHIEVED	N/A	N/A	N/A	Extract from minutes of meetings of the Speakers Forum and attendance registers
										R 0.00								
OMM-18					All wards	50 ward committees functional	Functional Ward Committees	Number	63	63	63	NIL	NIL	NOT ACHIEVED	N/A	N/A	N/A	Extract from minutes of meetings of the Speakers Forum and attendance registers
OMM-19				Ward plans	All wards	30	Ward plans developed	Number	20	10	10	NIL	NIL	ACHIEVED	N/A	N/A	N/A	Ward Plans
OMM-20				Resolution register	All wards	12 meetings	Resolutions taken from meetings of the District Public Participation Forum implemented	Number	12	6	6	0	0	NOT ACHIEVED	N/A	N/A	N/A	Minutes of meetings and attendance registers
OMM-21	GGPP 4	Sport Development	Sport development	All wards	10	Sport codes participated in salga games	Number	13	13 sport codes participated in Salga Games	13 SPORTS CODES PARTICIPATED IN SALGA GAMES	R 1 500 000	R 1 500 000	ACHIEVED	N/A	N/A	N/A	Salga Games results	
									R1500,000									
OMM-22	GGPP 5	Effective communication	Newsletters	All wards	New project	External newsletters published	Number	2	1	1	39 000	34 000	ACHIEVED	N/A	N/A	N/A	Copy of newsletters	
									R 75 000									

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										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE		
OMM-23	GGPP 6				All wards	1	Internal newsletter	Number	4	2	2	3500	0	ACHIEVED	N/A	N/A	N/A	Copy of newsletter		
													R 0.00							
OMM-24					All wards	4	Radio Slots undertaken	Number	4	2	4	30000	0	ACHIEVED	N/A	N/A	N/A	Confirmation letter from radio station		
													R 30 000							
OMM-25					All wards	24	Press releases published	Number	30	14	20	0	0	ACHIEVED	N/A	N/A	N/A	Copy of press release published and report noted by manco		
													R 0.00							
OMM-26					All wards	4 media briefings	Media briefings undertaken	Number	4	2	8	0	0	ACHIEVED	N/A	N/A	N/A	Attendance registers and extracts from newspapers		
													R 0.00							
OMM-27					All wards	2	Media tours undertaken	Number	2	1	1	0	0	NOT ACHIEVED	N/A	N/A	N/A	Report noted by manco and attendance registers		
													R 25 000							
OMM-28			Enhancement of corporate image	Calendars	All wards	5000 calenders printed in the 2013/2014 financial year	Year 2016 Calendars printed	Number	5 000	5000	5000	R 36 460	0	ACHIEVED	N/A	N/A	N/A	Copy of a calender printed and invoices		
												R 70 000								
OMM-29				Corporate folders	All wards	500 printed in the last financial year	Corporate folders printed	Number	500	500	500	0	0	NOT ACHIEVED	N/A	N/A	N/A	Copy of the folder		
												R 0.00								
				Photograph	All wards	New projects	Photographic Portfolio of events	Number	2	1	1	R 40 000	0	ACHIEVED	N/A	N/A	N/A	Confirmation of portfolio of		

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PERSON RESPONSIBLE: MUNICIPAL MANAGER																		
SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-30							developed			R 0.00								events by Senior Manager: Mayoralty and Communication
OMM-31				Municipal development events held	All wards	New project	Municipal development events co-ordinated	Percentage	100	100	100	0	0	ACHIEVED	N/A	N/A	N/A	Events reports adopted by Manco
										R 0.00								
OMM-32	GGPP 9		Rural community Engagement	Water loss Prevention campaigns held	All wards	New project	Organised Community engagement campaigns conducted	Number	12	6	6	0	0	ACHIEVED	N/A	N/A	N/A	Report noted by MANCO and attendance register
											R 60 000							
OMM-33	GGPP 7		Organisational Risk reduction	Risk Register	All wards	Approved 2014/2015 risk register	2015/2016 Risk register approved	Date	30-Sep-15	30-Sep-15	Risk register approved on 25/09/2015	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Manco resolution
OMM-34				Entity risk register	All wards	Approved 2014/2015 risk register	2015/2016 Entity Risk register approved	Date	30-Sep-15	31-Dec-15	Risk register approved on 02/12/2015 for SCDA and on 11/12/2015 for USCT	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Manco resolution
													R 0.00					
OMM-35				Ugu Fraud risk register	All wards	Fraud risk register approved in 2014/2015	Fraud Risk register approved by manco	Date	30-Sep-15	N/A	Risk register approved on 25/09/2015	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Manco resolution
												R 0.00						

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PERSON RESPONSIBLE: MUNICIPAL MANAGER

SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action											
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE			
OMM-36				Entities fraud risk register	All wards	Entities fraud risk register approved in 2014/2015	Entities fraud risk registers approved by boards	Date	30-Sep-15	N/A	Risk register approved on 02/12/2015 for SCDA and on 11/12/2015 for USCT	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Manco resolution			
				R 0.00																	
OMM-37				RMC Reports	All wards	3 RMC reports produced in 2014/2015	RMC reports produced	Number	3	1	1	0	0	ACHIEVED	None	N/A	N/A	Minutes of RMC meetings and attendance registers			
				R 0.00																	
OMM-38	GGPP 7		Organisational Risk reduction	RMC Reports	All wards	6 Entities RMC reports produced in 2014/2015	Entities RMC reports produced	Number	6	2	1	0	0	ACHIEVED for USCT Not ACHIEVED for USCDA	The risk and fraud risk registers were approved in the 2nd quarter hence there was no follow-up done due to the board meeting not sitting in the first quarter.	Follow-up on the implementation of action plans will be done in february	31-Mar-16	Minutes of RMC meetings and attendance registers			
										R 0.00											
OMM-39							Fraud Prevention campaigns held	All wards	4 fraud awareness campaigns conducted	Fraud awareness campaigns held	Number	3	1	1	0	0	ACHIEVED	None	N/A	N/A	Attendance registers and Fraud Reduction Analysis report adopted by Manco
													R 0.00								

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PERSON RESPONSIBLE: MUNICIPAL MANAGER

SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-40	GGPP 8		Internal Auditing	Audit reports	All wards	14 Reports	Audits conducted and reports submitted to Audit committee meetings	Number	18	6 R 0.00	10 Ugu = 6 USCT = 2 USCDA= 2	0	0	ACHIEVED	None	N/A	N/A	Minutes of Audit Committee meetings
OMM-41				3 year Strategic audit plans	All wards	1	3 year strategic audit plans approved for Ugu and the entities	Number	3	N/A R 0.00	Approved on 25/09/2015	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Audit committee approval resolution
OMM-42				Annual internal audit plan	All wards	Internal audit plan developed for 2014/2015	Annual internal audit plans developed	Number	3	N/A R 0.00	Approved on 25/09/2015	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Audit committee approval resolution
OMM-43				Reviewed charters and methodology	All wards	Charters and audit methodology reviewed in 2014/2015	Review of charters and audit methodology	Date	30-Sep-15	N/A R 0.00	Approved on 25/09/2015	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Audit committee approval resolution
OMM-44				Adopted Fraud and risk internal audit policies	All wards	3 internal audit policies reviewed in 2014/2015	Fraud and risk Internal audit policies reviewed and adopted	Number	4	4 R 0.00	2	0	0	Not ACHIEVED for fraud policies. ACHIEVED for Risk Management Policies	Policy Review committee was not sitting	The fraud policies were reviewed by MANCO, they will be submitted to EXCO and Council.	31-Mar-16	Council resolution approving policies
OMM-45	GGPP 8		Internal Auditing	Management action plan implementation report	All wards		Reports on the follow up on the implementation of dashboard, AG and internal audit findings produced for Ugu	Number	4	2	Follow ups were conducted and reported to Audit Committee.	0	0	ACHIEVED	N/A	N/A	N/A	Minutes of the findings meetings and report adopted by Manco and Audit Committee

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PERSON RESPONSIBLE: MUNICIPAL MANAGER																		
SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
										R 0.00								
OMM-46				Board action plan implementation report	All wards		Reports on the follow up on the implementation of dashboard, AG and internal audit findings produced for Entities	Number	4	2	Follow ups were conducted and reported to Audit Committee.	0	0	ACHIEVED	N/A	N/A	N/A	Minutes of the findings meetings and report adopted by Manco and Audit Committee
										R 0.00								
OMM-47				Management action plan implementation report	All wards		Dashboard, AG and internal audit findings resolved	Percentage	100	100	Follow ups were conducted and reported to Audit Committee.			ACHIEVED	N/A	N/A	N/A	Report and Manco resolution
OMM-48	GGPP 3		Enhancement of public participation	Adopted customer satisfaction evaluation report	All wards	New project	Customer satisfaction evaluations conducted	number	4	2	2	0	0	ACHIEVED	N/A	N/A	N/A	Report noted by MANCO and attendance register
												R 25 000						
OMM-49	GGPP 10		Batho Pele Strategy	Reviewed Batho Pele Strategy	All wards	0	Batho Pele reviewed Strategy approved and implemented	Date	31-Dec-15	Adoption of Batho Pele Strategy by Manco 31 Dec 2015	Batho Pele Strategy by Manco 31 Dec 2015	0	0	ACHIEVED	N/A	N/A	N/A	Manco resolution
												R 100 000						
OMM-50				SDIP	All wards	1	SDIP adopted by Manco	Date	30 Sept 2015	30-Sep-15	30-Sep-15	0	0	ACHIEVED	N/A	N/A	N/A	Report adopted by Manco

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PERSON RESPONSIBLE: MUNICIPAL MANAGER

SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action									
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE	
OMM-50										N/A									
OMM-51	GGPP 10			Municipal Service Week events	All wards	1	Municipal Service Week conducted	Number	2	1	1	0	0	ACHIEVED	N/A	N/A	N/A	Report noted by manco and attendance confirmation register	
										R 1 500.00									
OMM-52				Batho Pele Awareness workshops (internal)	All wards	0	Batho Pele Awareness Workshops conducted	Number	12	6	6	0	0	ACHIEVED	N/A	N/A	N/A	Impact evaluation report not by Manco and attendance registet	
										R 12 250.00									
OMM-53				Interface Compliance to Batho Pele	All wards	New project	Compliance to Batho Pele Principles	Percentage	95%	95.00%	95.00%	R 0.00	R 0.00	ACHIEVED	N/A	N/A	N/A	Unnounced visit report adopted by Manco	
										R 0.00									
OMM-54	GGPP 11			Call Centre Management	Report on calls answered	All wards	New	Calls answered	Percentage	80	80	80	0	0	ACHIEVED	N/A	N/A	N/A	System generated Call centre report and report noted by manco
OMM-55	GGPP 13			Awareness and Workshopping	Service Charter Internal Awareness Campaigns	All wards	300 employees	Service Charter Awareness Campaigns conducted	Number	4	2	0	0	0	NOT ACHIEVED	N/A	N/A	N/A	Evaluation form report noted by Manco and attendance registers
		R 0.00																	

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PERSON RESPONSIBLE: MUNICIPAL MANAGER																		
SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-56				Service standards implementation	All wards	40%	Complaints attended	Percentage	80%	80	80	0	0	ACHIEVED	N/A	N/A	N/A	Complaints register and report adopted by manco
										R 0.00								
OMM-57	LED 14	Local Economic Development	Co-ordination of Programmes for Vulnerable groups	Youth development	All wards	2 Youth programmes were co-ordinated in 2014/2015	Career Exhibitions held	Number	2	2	3	0	0	ACHIEVED	N/A	N/A	N/A	Attendance registers and close out Report
										R0,00								
OMM-58					All wards	1 Youth programme co-ordinated in 2014/2015	Tertiary Registrations Bursary Fund launched	Date	31-Mar-16	N/A	N/A	0	R 200 000	N/A	N/A	N/A	N/A	N/A
										R0,00								
OMM-59				Youth development	All wards	0 Youth Programme co-ordinated in 2014/2015	Ugu District Youth In Agriculture (Agricultural Week) programme implemented	Date	31-Dec-15	31-Dec-15	0	R 0.00	R 60 000	NOT ACHIEVED	N/A	N/A	N/A	Attendance registers and close out Report
										R60,000								
OMM-60				Youth development	All wards	0 Youth Programme co-ordinated in 2014/2015	Voter Education workshops conducted	Number	6	1	1	R77, 128	R 185 000	ACHIEVED	N/A	N/A	N/A	Attendance registers and Report adopted by Manco
										R 60 000								
OMM-61				Youth development	All wards	0 Youth Programme co-ordinated in 2014/2015	School Water Education workshops held	Number	6	1	1	Nil	R 120 000	ACHIEVED	N/A	N/A	N/A	Attendance registers and close out Report
										R40, 000								
OMM-62				Youth development	All wards	18 Youth Programme supported and co-ordinated in 2014/2015	Youth Development Programmes supported	Number	6	4	2	16000	0	NOT ACHIEVED	Delayed submissions by external stakeholders	Fast track submissions	2016/03/31	Attendance registers and close out Report

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-62										R70,000								
OMM-63					All wards	1 Youth Programme co-ordinated in 2014/2015	Youth Celebration of Nelson Mandela Week held	Date	30-Sep-15	30-Sep-15	19-Jul-15	R 14 000	R 60 000	ACHIEVED	N/A	N/A	N/A	attendance register and close out report
										R0,00								
OMM-64				Identified children gets school uniform	All wards	4 Right of a Child projects were co-ordinated in 2014/2015	Dress a child campaign conducted	Date	30-Mar-16	N/A	26-Oct-15	Nil	R 10 000	ACHIEVED	N/A	N/A	N/A	List of beneficiaries signed by principal
										R0 00								
OMM-65				Awareness campaign	All wards	12 Right of a Child projects were co-ordinated in 2014/2015	Awareness Campaigns on children rights held	Number	2	2	2	0	R 5 000	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
										R 5 000								
OMM-66				Take a girl child campaign	All wards	1 Right of a Child projects were co-ordinated in 2014/2015	Take a girl child to work campaign held	Date	30-Jun-16	N/A	19-Aug-15	0	R 10 000	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
										R0 00								
OMM-67				Child protection programme	All wards	4 Right of a Child projects were co-ordinated in 2014/2015	Child Protection week held	Date	30-Jun-16	N/A	N/A	0	R 5 000	N/A	None	N/A	N/A	N/A
										R0 00								
				Support for Child headed households	All wards	4 Right of a Child projects were co-ordinated in	Support to childheaded households	Number	1	1	1	R 1 439	R 5 000	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-68						2014/2015	implemented			R 5 000								Portfolio Committee
OMM-69				Christmas party for hospitalised children in identified hospitals	All wards	4 Right of a Child projects were co-ordinated in 2014/2015	Hospitalised Children Christmas celebration held	Date	31-Dec-15	31-Dec-15	22-Dec-15	R 10 170	R 10 000	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
										R 10 000								
OMM-70				Gender programmes	All wards	16 Gender projects co-ordinated in 2014/2015	Women in Leadership workshop Held	Date	30-Sep-15	01-Aug-15	1	0	R 20 000	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
										R0 00								
OMM-71					All wards	16 Gender projects co-ordinated in 2014/2015	Sanitary dignity campaigns held	Number	4	1	1	R 13 395	R 1 605.00	ACHIEVED	N/A	N/A	N/A	List of beneficiaries signed by beneficiaries on date recieved
										R 3 750								
OMM-72					All wards	9 Gender projects co-ordinated in 2014/2015	Women empowerment session held	Date	30-Sep-15	30-Sep-15	28-Aug-15	0	R 30 000	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
										R0 00								
OMM-73					All wards	0 Gender projects co-ordinated in 2014/2015	Men Empowerment workshop conducted	Number	2	1	1	0	R 20 000	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
										R0 00								
OMM-74					All wards	4 Gender projects co-ordinated in 2014/2015	Moral Regeneration campaigns held	Number	4	2	2	R 1 000	5250	ACHIEVED	N/A	NA	N/A	attendance register and report noted by Portfolio Committee
										R 6 250								

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-75					All wards	8 Gender projects co-ordinated in 2014/2015	Boys to men sessions held	Number	4	2 R 3 750	2	R 0	0	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
OMM-76					All wards	New project	Parenting session held	Date	31-Dec-15	31-Dec-15	23-Oct-15	R 0	R 0	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
OMM-77				Senior Citizens Programmes	All wards	9 Senior Citizens projects co-ordinated in 2014/2015	Senior Citizens Golden Games hosted	Number	2	2 R 50 000	2	R 105 350	R -25 350	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
OMM-78					All wards	2 Senior Citizens projects co-ordinated in 2014/2015	Intergenerational dialogue sessions held	Number	4	2 R 10 000	2	R 0	10000	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
OMM-79					All wards	6 Senior Citizens projects co-ordinated in 2014/2015	Senior Citizens Awareness campaigns conducted	Number	4	2 R 5 000	2	R 0	5000	ACHIEVED	N/A	N/A	N/A	attendance register and report noted by Portfolio Committee
OMM-80					All wards	6 Senior Citizens projects co-ordinated in 2014/2015	Support programmes to destitute elderly implemented	Number	2	2 R 10 000	2	R 6 900	3100	ACHIEVED	N/A	N/A	N/A	report on support programmes provided
OMM-81				Disability Programmes	All wards	6 Disability projects co-ordinated in 2014/2015	Disability Awareness Programmes implemented	Number	1	1 R 2 500	2	R 5 400	-2900	ACHIEVED	N/A	N/A	N/A	Attendance registers and report on programmes undertaken

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-82					All wards	0 Disability projects co-ordinated in 2014/2015	Disability Sports day held	Number	1	1	1	0	R 35 000	ACHIEVED	N/A	N/A	N/A	Report on sports day approved at Exco
R0 00																		
OMM-83					All wards	3 Disability projects co-ordinated in 2014/2015	Sanitary dignity campaigns in special schools held	Number	1	1	1	0	R 5 000	ACHIEVED	N/A	N/A	N/A	report on sanitary dignity campaigns held
										R0 00								
OMM-84					All wards	1 Disability projects co-ordinated in 2014/2015	Career guidance sessions for disabled youth held	Number	1	N/A	N/A	NIL	R 10 000	N/A	N/A	N/A	N/A	N/A
										R0 00								
OMM-85					All wards	0 Disability projects co-ordinated in 2014/2015	Sign Language training conducted	Date	31-Mar-16	31-Dec-15	18-Sep-15	R 10 000	R 5 000	ACHIEVED	N/A	N/A	N/A	Report on training conducted noted by Manco. Certificates
										15000								
OMM-86					All wards	1 Disability projects co-ordinated in 2014/2015	Turning disability into ability sessions held	Date	30-Sep-15	30-Sep-15	28-Sep-15	R 5 500	R 9 500	ACHIEVED	N/A	N/A	N/A	Attendance regsiter and report on sessions held
										R0 00								
OMM-87					All wards	5 HIV and AIDS projects co-ordinated in 2014/2015	HIV and AIDS Awareness Campaigns conducted	Number	4	2	2	Nill	R 5 000	ACHIEVED	N/A	N/A	N/A	Report on awareness conducted
										R 5 000								
OMM-88					All wards	1 HIV and AIDS projects co-ordinated in 2014/2015	World AIDS Day events organised	Number	1	1	1	0	R 50 000	ACHIEVED	N/A	N/A	N/A	report on World AIDS day adopted by Manco
										R 50 000								

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-89					All wards	0 HIV and AIDS projects co-ordinated in 2014/2015	Identified and approved cases supported with nutrition	Percentage	100	100	100	R 7 000	R 18 000	ACHIEVED	N/A	N/A	N/A	Special programmes report adopted by potfolio committe
										R 25 000								
OMM-90	LED 15		Operation Sukuma Sakhe	DTT Functionality	All wards	DTT functional in 2014/2015	Functional DTT	Percentage	100	100	100	0	Nil	ACHIEVED	N/A	N/A	N/A	OSS Quarterly Report to Premiers Office, Attendance registers and Minutes of portfolio committee meetings
										R 0.00								
OMM-91	LED 8		Job creation	Job opportunities	All wards	New project	Job opportunities created through EPWP programme	Number	80	80	80	N/A	R 1 000 000	NOT ACHIEVED	N/A	N/A	N/A	Report adopted by Manco, CONTRACTS and attendance registers
										R 250 000								
OMM-92	MTID 1	Municipal Transformati on and Institutional Development	Organisational Performance Management System	2016/2017 SDBIP document	All wards	2014/2015 SDBIP was approved by the Mayor on 28 June 2014	2016/2017 SDBIP approved by Mayor	Date	30-Jun-16	N/A	N/A	0	0	N/A	N/A	N/A	N/A	N/A
										R 0.00								
OMM-93				PMS quarterly review held	All wards	4 quarterly reviews held in 2014/2015	Quarterly reviews held	Number	4	2	2	16000	38000	ACHIEVED	N/A	N/A	N/A	Attendance registers and minutes of review
										R 10 000								

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SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-94	MTID 18			Section 72 performancerepo rt	All wards	2013/2014 Section 72 performance review done and approved by Council	2014/2015 S72 report adopted by Council	Date	31-Jan-16	Compilation of midyear review report and submission to Internal Auditt	Report compiled and submitted to IA, letter of acknowledge ment to be received on 31 Jan 2016	0	0	ACHIEVED	N/A	N/A	N/A	Internal audit acknowledgem ent of receipt of reports
OMM-95				2014/ 2015 Annual Report (S46 report)	All wards	2013/2014 Annual report developed	2014/2015 Draft Annual report tabled to Council	Date	31-Jan-16	Compilation of 2014/2015 Annual report	Annual Report compiled for submission to MPAC	0	0	ACHIEVED	N/A	N/A	N/A	MPAC minutes
										R 0.00								
OMM-96					All wards	2013/2014 Annual report and oversight report adopted	2014/2015 Annual and oversight reports adopted	Date	31-Mar-16	N/A	N/A	0	0	N/A	N/A	N/A	N/A	N/A
										R 0.00								
OMM-97					Legal Compliance	Legislative Awerness workshops held	All wards	4 awareness workshops conducted	Awareness workshop on Legislative environment conducted	Number	4	2	2	R 0	R 200 000	ACHIEVED	Nil	N/A
	R 40 000.00																	
OMM-98			Reduction in litigation matters	All wards	Litigation Risk Policy adopted in 2014/2015	Potential Litigation matters averted	Number	30	15	13 out of 13 litigation matters	R 450 000	R 500 000	ACHIEVED	Nil	N/A	N/A	Extract from Manco on litigation risk register report	
									R 100 000.00									
			Contracts	All wards	138 contracts were drafted and vetted in 2013/2014	Contract Drafed or Vetted within 30 days of award	Percentage	100	100	100%	R 0.00	R 0.00	ACHIEVED	Nil	N/A	N/A	Extract from Manco noting the updated	

2015/2016
OMM MID-YEAR REPORT

PERSON RESPONSIBLE: MUNICIPAL MANAGER

SDBIP REF	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (ACHIEVED/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Non Achieved Target	POE
OMM-99						2015/2014				R 30 000.00								Contracts Register
OMM-100				Standard contract templates with IP protection	All wards	New project	Standard Contracts Templates with IP protection Developed	Number	4	2	0	R 0.00	R 200 000	Not ACHIEVED	CIPC Delays	Commence process earlier	31-Mar-16	Extract of MANCO Approving Template Contract
										R 50 000.00								
OMM-101				Resolved cases against SCM	All wards	New project	Appeals against SCM processes resolved	Percentage	100	100	100%	R 0.00	R 0.00	ACHIEVED	Nil	N/A	N/A	Report adopted by Manco and portfolio committee
										R 0.00								
OMM-102	CCSI1	Cross Cutting Interventions	Ensuring legal compliance and fulfilment of constitutional obligation Spatial Equity	Reviewed Spatial Development Framework	All wards	30-Jun-12	Reviewed Spatial Development Framework Adopted	Date	30-Jun-16	Consultation meetings	Not ACHIEVED	0	0	NOT ACHIEVED	Time frames inadequate	Time frames to be reviewed due to roll out of SPLUMA Act	3rd quarter	Attendance registers and reports
										R 0.00								
END																		

FINANCIAL SERVICES SDBIP 2015 / 2016

PERSON RESPONSIBLE: GENERAL MANAGER: TREASURY AND BUDGET

SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
TREA-1	MFVM 5	Financial Viability and Management	Cash Management	Liquidity Ratio	NA	01:01	Improved Liquidity ratio	Ratio	1.5:1	1.5:1 R 0.00	2.75:1	NONE	NONE	ACHIEVED	NONE	NONE	NONE	S71 reports
TREA-2	MFVM 1		Clean Audit	Attainment of Unqualified Report	N/A	Unqualified	Unqualified Report attained	Date	31-Jan-16	N/A R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TREA-3	MFVM 8		Supply Chain management	Reduction of irregular Expenditure	N/A	8%	Irregular expenditure as a percentage of total actual expenditure	Percentage	1.5	1.5 R 0.00	1%	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Register of irregular expenditure
TREA-4	MFVM 8			Stock control	N/A	2	Stock takes conducted	Number	3	N/A R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Stock takes report
TREA-5				Vendor Management	N/A	Jul-13	Vendor database reviewed	Number	12	6 R 0.00	6	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Exception report
TREA-6				Demand Management	N/A	Nil	Procurement Plan approved	Date	30-Jun-16	N/A R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N.A
TREA-7	MFVM 8			Awarding of Contrats	N/A	90 days	Contracts awarded	Turnaround time	75 days	75 days R 0.00	124 days	N/A	N/A	NOT ACHIEVED	Climate change tender quotaions came back above the budget allocated and there was a delay.	IED grant was used for an award.	25-11-2015	Tender Tracking Register

FINANCIAL SERVICES SDBIP 2015 / 2016

PERSON RESPONSIBLE: GENERAL MANAGER: TREASURY AND BUDGET

SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
TREA-8				Updates of contract register	N/A	Nil	Contract register updated	Number	12	6	6	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Contract register
TREA-9	MFVM 2		Asset Management	Updated and GRAP compliant Asset Register	N/A	1	Timely & Accurate movable Asset Verification done	Number	4	2	2	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Updated Asset register and appendices
										R 0.00								
TREA-10				Immovable Asset Verification done	n/a	1	Immovable Asset Verification done	Date	30-Jun-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
										R 0.00								
TREA-11				Accurately Updated Asset Register	N/A	Annually	Accurately Updated Asset Register	Number	12	6	6	NONE	NONE	NOT ACHIEVED	NONE	NONE	NONE	Signed off reconciliations
										R 0.00								
TREA-12	MFVM 3			Asset Disposal management	N/A	Nil	Assets disposal aution conducted	Number	2	1	One Auction done in September 2015	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Council Resolution and Purchase Order
										R 0.00								
TREA-13	MFVM 10		Revenue Management & Enhancement	Increased Revenue	N/A	86%	Increased collection of current debt ratio	Percentage	85%	65%	89%	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Debt collection dashboard report

FINANCIAL SERVICES SDBIP 2015 / 2016

PERSON RESPONSIBLE: GENERAL MANAGER: TREASURY AND BUDGET

SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
										R 0.00								
TREA-14					N/A	Nil	Overdue debts reduced	Percentage	20	0%	0%	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Debtors age analysis
										R 0.00								
TREA-15	MFVM 10				N/A	10%	Urban accurate billing	Percentage	85	65	82%	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Readings report
										R 0.00								
TREA-16					N/A	10%	Rural accurate billing	Percentage	50	15	27%	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Readings report
										R 0.00								
TREA-17					N/A	86%	Completeness of Billing in all areas	Percentage	90%	80	83%	NONE	NONE	NOT ACHIEVED	NONE	NONE	NONE	Bill exception report
										R 0.00								
TREA-18	MFVM 11		Expenditure Management	Creditor Payment	N/A	40	Creditors paid in time	Turn Around Time	30	30 days	30 days	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Creditors age analysis
										R 0.00								

FINANCIAL SERVICES SDBIP 2015 / 2016

PERSON RESPONSIBLE: GENERAL MANAGER: TREASURY AND BUDGET

SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
TREA-19	MFVM 9 & 11		Budget Management and Reporting and Expenditure management	Unauthorised, Fruitless and Wasteful Expenditure		15%	Controlled Fruitless and Wasteful Expenditure as a % of Total Actual Expenditure	Percentage	1%	1%	0%	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Register of wasteful expenditure
										R 0.00								
TREA-20	MFVM 13		Expenditure Management (Salaries Management)	Payment of salaries	N/A	Salaries are paid on the 20 th of each month	Timeous payment of Salaries	Date	20th of every month	20 th of every month	20th of every month	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Proof of transfer of salaries
										R 0.00								
TREA-21				Deductions paid by due date	N/A	Deductions are paid by the 7 th of each month	Timeous Employee deductions paid	Date paid	7 th of every month	7 th of every month	7 th of every month	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Proof of payment
										R 0.00								
TREA-22	MFVM 11		Expenditure Management	Expenditure on Capital projects	N/A	80%	Capital Budget Spent	Percentage	90%	50%	46%	NONE	NONE	NOT ACHIEVED	4% below target	To move funds from slow moving to fast moving projects during the adjustments budget.	28-Feb-15	Monthly in-year reports
										R 0.00								
TREA-23				Operational budget expenditure	N/A	90%	Operating budget spent	Percentage	90%	25%	49%	NONE	NONE	ACHIEVED	NONE	NONE	NONE	S71 reports
										R 0.00								
TREA-24	MFVM 14		Grants Management	Grant Expenditure	N/A	1%	Grants withheld of the total DORA allocations	Percentage	0.50%	0	0%	NONE	NONE	ACHIEVED	NONE	NONE	NONE	DORA payment schedule

FINANCIAL SERVICES SDBIP 2015 / 2016

PERSON RESPONSIBLE: GENERAL MANAGER: TREASURY AND BUDGET

SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
										R 0.00								
TREA-25	MFVM 15		Budget Management	Annual Financial Statements	N/A	2	Annual Financial Statement compiled	Number	2	2	2	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Audit Committee Resolutions
										R 0.00								
TREA-26					N/A	2013/2014 AFS submitted to AG	Annual Financial Statements submitted to Auditor General	Date	31-Aug-15	31-Aug-15	31-Aug-15	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Letter of confirmation of receipt from AG
										R 0.00								
TREA-27					N/A	30-Sep-14	Consolidated Annual Financial Statements submitted to the Auditor General	Date	30-Sep-15	30-Sep-15	30-Sep-15	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Letter of confirmation of receipt from AG
										R 0.00								
TREA-28							Quarterly financial statements compiled	Number	2	n/a	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Finance Portfolio resolution
TREA-29	MFVM 9		Budget Management and Reporting	Budget Management and Reporting	n/a		Controlled unauthorised Expenditure as a % of Total Actual Expenditure	Percentage	0.5	0.5	0%	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Register of unauthorised expenditure
										R 0.00								
TREA-30	MFVM 15		Budget management	Compilation of Annual Budget	N/A	27/08 2014	Budget Process Plan approved	Date	31-Aug-15	31-Aug-15	31-Aug-15	NONE	NONE	NOT ACHIEVED	NONE	NONE	NONE	Council Resolution
										R 0.00								

FINANCIAL SERVICES SDBIP 2015 / 2016

PERSON RESPONSIBLE: GENERAL MANAGER: TREASURY AND BUDGET

SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
TREA-31	MFVM 15				N/A	28-May-15	2015/2016 Annual Budget adopted by Council	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
TREA-32					N/A	28-Feb-15	Adjustment Budget adopted by Council	Date	28-Feb-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
TREA-33					N/A	12	Monthly in-year reports produced	Number	12	6	6	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Letters of submission to National and Provincial Treasury
										R 0.00								
TREA-34	MFVM 15		Budget management		N/A	4	S72 quarterly reports produced	Number	4	2	2	NONE	NONE	ACHIEVED	NONE	NONE	NONE	Letters of submission to National and Provincial Treasury
										R 0.00								
TREA-35					N/A	28-May-15	Reviewed Budget Policy adopted	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
TREA-36					N/A	28-May-15	Reviewed Virement Policy adopted	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution

FINANCIAL SERVICES SDBIP 2015 / 2016																		
PERSON RESPONSIBLE: GENERAL MANAGER: TREASURY AND BUDGET																		
SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Target Q2	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Perormance	Date For Achievement of Nonachieved Target	POE
										R 0.00								
TREA-37					N/A	28-May-15	Reviewed Cash and Investment Policy adopted	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
TREA-38					N/A	28-May-15	Reviewed Assets management Policy adopted	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
TREA-39	MFVM 15		Budget Management		N/A	28-May-15	Reviewed Funding and Reserves Policy adopted	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
TREA-40				Credit Control and Debt Collection Policy	N/A	28-May-15	Reviewed Credit Control and Debt Collection Policy adopted	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
TREA-41				Indigent Policy	N/A	28-May-15	Reviewed Indigent Policy adopted	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
TREA-42				Basic Water Services Policy	N/A	28-May-15	Reviewed Basic Water Services Policy adopted	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
TREA-43				Supply Chain Management Policy	N/A	28-May-15	Reviewed Supply Chain Management Policy adopted	Date	31-May-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Council Resolution
										R 0.00								
END																		

WATER SERVICES SDBIP 2015 / 2016																		
PERSON RESPONSIBLE: GENERAL MANAGER; WATER SERVICES MID-YEAR REPORT																		
SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
WS-1	BSD 1	Basic service Delivery	Provision of HH with access to water	Households with access to water	Vulamehlo ward 04; Mzumbe Ward 02; 03; 04; 05; 06 and Ezingoleni Ward 01	181593	Number of HH with access to basic water services	Number	1500	269	1078	R 1 842 282.00	R 10 615 541.75	Achieved	Nil	N/A	N/A	Maphumulo close out report (Mhlabatshana)
										R 12 500 023.75								
WS-2	BSD 2		Universal Access to Water	Provision of HH with access to water and sanitation	All	2005 Water and Sanitation Master Plan	Reviewed Water Master and Sanitation Master Plan	Number	2	30% of project deliverables achieved	43.75%	R 0.00	R 0.00	Achieved	Nil	N/A	N/A	Water ManCo adopted progress report
										R 0.00								
WS-3	BSD 3		Upgrade & Repair of Aging infrastructure	Construction of Bulk pipeline.	HCM- ward 01; 02; 03; 06; 16; 18; 21; 22; 26; 27; 28; Umuziwabantu ward 03	5	Kilometres of pipeline constructed	Number	30	10	9.6	R 21 395 204.27	R 18 354 795.73	Not Achieved	Hard rock at Gamalakhe	Excavation of hard rock by blasting method	30-Jun-16	Last Payment certificate showing the summary of work done.
										R 39 750 000.00								
WS-4	BSD 4			Construction of Bulk Reservoir	Mzumbe Ward 02; 03; 04; 05; 06, HCM- 21; 22; 26; 27; 28	0	Reservoirs constructed	Number	2	Nil	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
										R 500 000.00								
WS-5	BSD 5			Upgrade of Water Treatment works	Ezingoleni - Ward 1, 2, 3,4,5 & 6, HCM - Ward 8, 10, 11, 1 & 2 & HCM-	0	Plants upgraded	Number	2	Nil	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
										R 12 000 000.00								
WS-6	BSD 6			Upgrade of Existing Pumpstations	Umdoni Ward 8	Nil	Pumpstaions upgarded	Number	1	Nil	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
										R 1 250 000.00								
WS-7	BSD 7		Provision of HH with access to water; Provision of HH with sanitation services	Design of key projects	Umzumbe - Ward 12, HCM - Ward 19 & Vulamehlo - Ward 8, 9 & 10	Nil	Designs completed	Number	4	1	Consultant appointed	R 0.00	R 0.00	Not Achieved	Delays in appoitment of Harding/Weza consultant for Harding/Weza bulk infrastructure	Consultant has been appointed	31-Mar-16	Harding/Weza Design report
										R 1 250 000.00								
WS-8	BSD 8		Provision of HH with sanitation services	Provision of sanitation facilities	HCM All wards	1000	Number of Household with access to VIP sanitation	Number	1000HH with access to VIP sanitation	completion of VIP backlog study	Backlog study conducted	R 0.00	R 0.00	Achieved	Nil	N/A	N/A	Backlog study report.
										R 1 550 000.00								

WATER SERVICES SDBIP 2015 / 2016																		
PERSON RESPONSIBLE: GENERAL MANAGER; WATER SERVICES MID-YEAR REPORT																		
SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
WS-9	BSD 9			Households with access to basic sanitation	Umdoni - Ward 9 & Umuziwabantu Ward 3	181593	Number of HH with access to waterborne sanitation services	Number	1000	Nil	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
										R 5 438 355.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
WS-10	MFVM 1	Municipal Financial Viability and Management	Budget Management and reporting	100% expenditure to infrastructure grant funding	All	100%	% expenditure of MIG capital budget	Percentage	100% Expenditure on the MIG Grant	50	58.08%	R 102 554 993.59	R 2 417 150.41	Achieved	Delays in tender award e.g Malangeni - currently at Bid process, Technical challenges in Boboyi and Murchison and Farm Isonti, Umhlabatshana had to be readvertised since no one was responsive	Designs have been revised for Boboyi and murchison	31-Jan-16	Certificate of Expenditure
										126 726 500.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Certificate of Expenditure from UGU treasury deptment
					All	100%	% expenditure of MWIG capital budget	Percentage	100% Expenditure on the MWIG Grant	50	33.00%	R 25 279 787.69	R 74 815 212.31	Not achieved	none performance by contrCTOR	Ternimnate and readvertiuse	31-Jan-16	
										R 100 095 000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
					All	100%	% expenditure of RBIG capital budget	Percentage	100% Expenditure on the RBIG Grant	50	26.50%	R 4 472 947.19	R 12 381 029.96	Not achieved	There was a dispute on the Mhlabatshane Bulk Water project	Approval of the VO	31-Jan-16	Certificate of Expenditure from UGU treasury deptment
											N/A	N/A	N/A	N/A	N/A	N/A	N/A	
WS-11	BSD 10	Basic service Delivery	Upgrade & Repair of Aging infrastructure	Implementation of the SCADA Master Plan	All	Feasibility study started	% implementation of SCADA system upgrade	Percentage	30%	5% completed	5.00%	R 4 104 160	R 1 998 420	Achieved	N/A	N/A	N/A	Progress report noted by Water and Sanitation portfolio committee
										N/A	N/A	N/A	N/A	N/A	N/A	N/A		

WATER SERVICES SDBIP 2015 / 2016																		
PERSON RESPONSIBLE: GENERAL MANAGER; WATER SERVICES MID-YEAR REPORT																		
SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
WS-12	BSD 11			Repairs to sanitation infrastructure breakdowns	All	24 Hrs	Number of Hours within which Sanitation infrastructure breakdowns are repaired	Hours	24	24	2H47M	R 67 116.11	R 107 120.03	Achieved	Nil	N/A	N/A	Resolution of the W & S portfolio committee
										R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
WS-13	BSD 12			Respond to sanitation infrastructure breakdowns	All	N/A	Number of Hours within which Sanitation infrastructure breakdowns are responded to	Hours	2	2	1H16M	R 67 116.11	R 107 120.03	Achieved	Nil	N/A	N/A	Resolution of the W & S portfolio committee
										R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
WS-14	BSD 13			Respond to water infrastucture breakdowns	All	N/A	Number of Hours within which Water infrastructure breakdowns are responded	Hours	2	2	2H9M	R 226 276.18	R 3 849 766.04	Not achieved	Vastness of area in comparison to human resources	Filling of vacant posts in line with the new organogram	31-Mar-16	Resolution of the W & S portfolio committee
										R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
WS-15	BSD 14			Repairs to water infrastucture breakdowns	All	6.5 hrs	Number of Hours within which Water infrastructure breakdowns are repaired	Hours	4	4	3H35M	R 226 276.18	R 3 849 766.04	Achieved	Nil	N/A	N/A	Control Centre Report noted by Water and Sanitation Portfolio
WS-16	BSD 15		All	56 hrs	Number of Hours within which Water infrastructure breakdowns are restored	Hours	48	48	45H	R 226 276.18	R 3 849 766.04	Achieved	Nil	N/A	N/A	Control Centre Report noted by Water and Sanitation Portfolio		
									N/A	N/A	N/A	N/A	N/A	N/A	N/A			
WS-17	BSD 16		All	26%	Percentage reduction of real water losses in line with the non revenue water strateg	%	2	1% reduction	1.0%	R 12 666 635.00	R 7 515 615.00	Achieved	N/A	N/A	N/A	Monthly water balance report		

WATER SERVICES SDBIP 2015 / 2016																			
PERSON RESPONSIBLE: GENERAL MANAGER; WATER SERVICES MID-YEAR REPORT																			
SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action									
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE	
WS-18	BSD 17			Management and control of Non Revenue Water in line with No Drop Requirements	All	28%	Percentage reduction of Non revenue water losses in line with the non revenue water strategy	%	2	1% reduction	2.1%	R 12 666 635.00	R 7 515 615.00	Achieved	N/A	N/A	N/A	Monthly water balance report	
										R3273726.25		N/A	N/A	N/A	N/A	N/A	N/A		
WS-19	BSD 18			Water Demand Management	All	Approve plans submitted for Building Control	Approve compliant plans within 30 days of receipt	Days	30	Plan Approval Report	Plan Approval Register	0	0	Not Achieved	N/A	N/A	N/A	Manco resolution	
										R 0.00					N/A	N/A	N/A		
WS-20	BSD 19			Replacement of water meters	All	4260	Number of Meters replaced	Number	3000	1000	0	R 0.00	R 0.00	Not Achieved	There were delays in the award of the tender	The award process was finalised in December 2015	31-Mar-16	Extract of W&S portfolio meeting	
										R 0.00	N/A	N/A	N/A		N/A	N/A	N/A		N/A
WS-21	BSD 20			Treat and provide compliant drinking water in terms of blue drop requirements	Percentage compliance of Drinking water quality in term s of SANS241:2011	All	98.6	99.5% compliance of to SANS241:2011	Percentage	99.5	99.5% compliance to SANS241:2011	95.50%	R 2 172 950.16	R 5 009 049.84	Not achieved	M&E equipment taking too long to be repaired. Some plants are undercapacitated and need to be upgraded	M&E SLA was finalised late November and faulty equipment will be repaired. Upgrade of undercapacitated plants.	31-Mar-16	Independent Water Quality Report
											R 0.00								
WS-22	BSD 21			Mitigation of Site Specific Water Safety Plan Risks	All	15	Implement Corrective Action from Water Safety Plans	Number	15	3	0	0	0	Not achieved	M&E equipment taking too long to be repaired.	M&E SLA was finalised late November and faulty equipment will be repaired.	31-Mar-16	Water and Sanitation Portfolio Noting Corrective Action Plan	
										R 0.00	N/A	N/A	N/A		N/A	N/A	N/A		N/A

WATER SERVICES SDBIP 2015 / 2016																		
PERSON RESPONSIBLE: GENERAL MANAGER; WATER SERVICES MID-YEAR REPORT																		
SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action								
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE
WS-23	BSD 22			Compliance to management accountability and local regulation requirements, in line with blue water services audits	All	70	Conduct Water and Waste Treatment Works Process Audits in line with Management Accountability Checklist	Percentage	80	100	75	0	0	Not Achieved	M&E equipment taking too long to be repaired. Focus has been on finalising Management accountability checklist	Fast track placement of National Treasury Technicians	31-Mar-16	W&S Portfolio resolutions noting quarterly management controls
										R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
WS-24	BSD 23			Implementation of Infrastructure Asset Management Plan Audit Findings	All	NIL	Number of Treatment Works to Implement Corrective Action Plans from Asset Maintenance Plans	Number	8	3	0	0	0	Not achieved	M&E equipment taking too long to be repaired. Some plants are undercapacitated and need to be upgraded	M&E SLA was finalised late November and faulty equipment will be repaired. Upgrade of undercapacitated plants.	31-Mar-16	Water and Sanitation Portfolio Noting Corrective Action Plan
										R 0.00								
WS-25	BSD 24		Treat and provide compliant waste water in terms of green drop requirements	Compliance to Effluent Quality in line with the General Authorisation standards	All	82	90% compliance of to General Authorisation Standards	Percentage	90	90%	72.75%	R 2 172 950.16	R 5 009 049.84	Not achieved	M&E equipment taking too long to be repaired. Some plants are undercapacitated and need to be upgraded	M&E SLA was finalised late November and faulty equipment will be repaired. Upgrade of undercapacitated plants.	30-Mar-16	Independent Water Quality Report
										R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
WS-26	BSD 25			Number of Registered and licensed Waste Water treatment Works in line with Green Drop Requirements	All	22	22 Registered and Licensed WWTW	Number	22	Condition assessment of WWTW	0	R 0.00	R 0.00	Not achieved	Budgetary constraints	Review budget	2016/2017	Condition assessment report
										R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

WATER SERVICES SDBIP 2015 / 2016

PERSON RESPONSIBLE: GENERAL MANAGER; WATER SERVICES MID-YEAR REPORT

SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action									
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE	
WS-27	BSD 26			Waste water risk abatement plans developed for each of treatment works	All	22	Develop Waste Water Risk Abatement Plans	Number	22	5	5	R 0.00	R 0.00	Achieved	Nil	N/a	N/a	EXCO Resolutions approving waste water risk abatement plans	
										R 0.00									
WS-28	BSD 27		All	50	Springs protected	Number	50	R 0.00	10	0	R 0.00	R 240 000.00	Not achieved	The spring identification process was delayed and could not be completed on time.	The implementation will commence in the 3rd quarter after the completion of the identification process.	31-Mar-16	Closeout report and completion certificate and Ward Councillor letter		
WS-29	BSD 28		Basic service Delivery	Alternative water supply	All	70%	Compliance with Water Tankering Program	Percentage	80%	R 0.00	70%	85%	R 490 580.03	R 81 503.07	Achieved	Nil	N/A	N/A	Water Tankering schedule
WS-30	BSD 7		Universal Access to Water	Ensure compliance to the Adoption of 2015/2016 reviewed IDP/WSDP Input report	All	Nil	Date by when the reviewed WSDP is adopted	Date	28-Feb-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
											R 0.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A
WS/OMM-31	GGPP 1		Good Governance and Public Participation	Compliance to Regulatory Performance Management System	Ensure Compliance to local regulation in line with Blue and Green Drop Requirements	All	Annual Water Quality Result Publication	Date by when annual water quality results are published in compliance to the Blue and Green Drop Requirements	Date	30-Jan-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
												R 0.00	N/A	N/A	N/A	N/A	N/A		N/A
WS/OMM-32	GGPP 2			Management of contracts with Water Service Providers	All	Annual Review of Service Level Agreements with Water Service Providers	Date by when contracts with WSPs will be reviewed	Date	30-Jun-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
											R 0.00	N/A	N/A	N/A	N/A	N/A	N/A		N/A

WATER SERVICES SDBIP 2015 / 2016																			
PERSON RESPONSIBLE: GENERAL MANAGER; WATER SERVICES MID-YEAR REPORT																			
SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Ward	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Progress, Challenges and Corrective Action									
										Mid-year Target	Actual	Budget Spent	Total Annual Budget Remaining	Status of achievement of targets (Achieved/ NOT ACHIEVED)	Blockages	Measures To Improve Performance	Date For Achievement of Nonachieved Target	POE	
WS/OMM-33	GGPP 3			Eradication of Illegal connections	All	No staff has been placed or appointed to do Law Enforcement	Law enforcement on illegal connections	Date	30-Jun-16	advertise vacancies	Vacancies not advertised	N/A	N/A	Not Achieved	Placement not complete	Complete placement	Feb-16	advertise ment / MM approval	
				R 0.00															
WS/OMM-34	GGPP 4			Reduction of pollution to municipal waste water treatment works	All	Trade effluent being monitored	Number of waste water treatment works where compliant influent is monitored in line with the General Authorisation	Number	9	5	5	N/A	N/A	NOT Achieved	N/A	N/A	N/A	Independant laboratory results	
				R 0.00	N/A	N/A	N/A	N/A	N/A	N/A									
WS/OMM-35	MTID 1			Oversight on implementation of infrastructure projects	All	Ensure alignment of funder implementation plans the capital budget	Date by when expenditure and performance reports are submitted to funders	Date	By the 15th eachmonth	15th of each month		N/A	N/A	Not Achieved	N/A	N/A	N/A	Manco resolution	
				R 0.00		N/A	N/A	N/A	N/A	N/A									
WS/OMM-36	GGPP 5			Private package plant monitoring	All	Monitor private WWTW (package plants)	Tests conducted on the compliance of private WWTW's(package plants) reported	Number	108	54	54	N/A	N/A	Achieved	N/A	N/A	N/A	Independant laboratory results	
				N/A															
WS/OMM-37	GGPP 6			Audit WTW's and WWTW's to Blue Drop and Green Drop Requirements	All	Audit WTW's and WWTw's	Reports on the Auditing of compliance of the WTW and WWTW's produced	Number	39	11	16	R 0.00	R 0.00	Not Achieved	Audit report was submitted to MANCO for adoption but MANCO did not sit in the month of December 2015	Workshops will be held clarify roles	31-Mar-16	Process Audit Reports adopted by ManCo	
				R 0.00															
WS/OMM-39	CCI 1			Review Bylaws, Tariffs, Policies.	all	Bylaws and policies reviewed annually	Bylaws reviewed	Number	30-Jan-16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
				R 0.00	N/A	N/A	N/A	N/A	N/A	N/A									
END																			



Mid-Term Review

For The Period July 2015 to December 2015

Submission: January 2016

Prepared by:

Justin Mackrory- CEO
Deborah Ludick – GM: Finance & HR

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1. Introduction

This Mid Term Review is based on the provisions and targets as contained within Ugu South Coast Tourism's (USCT) Tourism Strategy 2013-2017 and associated Annual and Quarterly performance outcomes.

This review is for the period July 2015 until the end of December 2015 and incorporating Quarters 1 and 2 for the 2015/2016 Financial Year.

This review will also include any budgetary adjustments which are required within the revised Annual Plan approved by USCT Board on 14 January 2016 with associated performance indicators.

For ease of consultation, this Mid Term Review is reported on in terms of the entities strategic objectives set out in the Tourism Strategy, being:

- Strategic Objective 1: ***To ensure that the company operations are compliant with all regulatory frameworks***
- Strategic Objective 2: ***To Capacitate the company in terms of personnel in accordance with the organisational organogram***
- Strategic Objective 3: ***Sustain and develop operations of district wide Visitor Information Centres (VIC's)***
- Strategic Objective 4: ***Provide staff development***
- Strategic Objective 5: ***To contribute to the growth in the District tourism economy through visitor volume growth and the application of the Marketing Action Plan (MAP)***
- Strategic Objective 6: ***Utilise Events as a Conduit for Profiling the South Coast and Contribution to Visitor Volume Growth: The hosting and presentation of events in conjunction with South Coast stakeholders and/or third party entities directly or through facilitation will be a fundamental thrust for the South Coast and hinterland***
- Strategic Objective 7: ***Establish and Sustain Stakeholder Communications***
- Strategic Objective 8: ***Ensure Effective Awareness of Socio-Economic Conditions through Tourism***
- Strategic Objective 9: ***Capacitate People for Sustaining Livelihoods through Tourism***
- Strategic Objective 10: ***Ensure participation in tourism management and ownership of tourism products by local communities***
- Strategic Objective 11: ***Develop unique and sustainable tourism products and events***
- Strategic Objective 12: ***Ensure that DM/LM coastal management/ development projects are activated***
- Strategic Objective 13: ***Create an enabling environment for tourism investment***
- Strategic Objective 14: ***Ensure that tourism support infrastructure is adequately provided and/or maintained***

2. Administration

Operationally, USCT has:

- Appointed Ms Vanessa Gounden as our Events/Marketing Coordinator and Mr Maxwell Mhlongo as our Development Coordinator - both positions being internal promotions.
- Section 56 posts: for GM: Development and Events/Marketing have been held in abeyance and in the event of such posts requiring activation, a Board decision in this regard will be taken.
- Mrs Nirvana Moodley has been appointed as Executive Assistant to the CEO.
- Ms Thabi Msomi has been appointed as Receptionist at Head Office.
- Mr Khumbulani Khumalo has been appointed as our new Development Officer from January 2016.
- Through a tender process appointed a Marketing and Events Specialist – Ms. Nikki Tilley from The Media Mogul has been re-appointed on a 12 month contract.
- The advertised post for Memberships Officer proved to be unsuccessful due to no candidate proving appointable. A third round of advertisements will be effected in January 2016.
- Achieved a Clean Audit from the Auditor General for the 2014/2015 Financial Year.
- Closed down the Visitor Information Centre at Ingeli- this was due to lack of public utilization of the facility.
- A Visitor Information Centre Workshop was concluded and in 2015/2016 the recommendations stemming from this process have and will be activated.

- The annual Tourism Strategy 2013-2017 Review was held in December 2015 and adjustments will be presented to Board in preparation for the 2016/2017 Financial Year.
- Complied with all MFMA, Audit Committee and Ugu DM reporting requirements.
- Sustained VIC Supervisor meetings as a means of ensuring professional service provision to the general public and members.
- Retained representation on the KZN Provincial Tourism Committee (PTC) and KZN Provincial Tourism Forum (PTF).
- Continued with Inter Government Relations (IGR) through dealings with provincial/national tourism departments and with local government via IDP, Town/Regional Planning and Municipal Manager's Forums.

In terms of our Area Committees, 11 such committees are still functional and through the CEO/Area Committee Chairs Forum:

- Stronger relations with the private tourism sector have been forged albeit that certain Area Committees do have a number of localized issues to attend to.
- A more direct "ownership" of local tourism matters and events has been encouraged.
- USCT has continued to ensure that each Area Committee works towards the activation of each of their Annual Plans.
- More diverse representation on Area Committees has been encouraged by requesting the appointment of 2 ward councilors via each local municipality, one from the area and one from an adjacent hinterland ward. This has proved to be a challenge in terms of councilor attendances of monthly Area Committee meetings.
- A new Area Committee has been constituted at Pennington.

The CEO/Area Chair's Forum meetings are generally well attended by the private sector however there is a noticeable absence of many Local Municipality representatives at this important level of tourism management.

Our Visitor Information Centres/Outlets (8) are still fully operational however we anticipate the closure of the Ezinqoleni VIC due to lack of public usage. The VIC at Margate has been refurbished and new signage has been installed at the Shelly Beach VIC. New Information Laphas have also been installed at St Michael's Beach and Margate Main Beach with further installations envisaged in the future two quarters.

Head Office has been expanded via new lease agreements to include more office.

In terms of membership, since July 2015 our membership has increased in quarters 1 and 2 by a further 23 members which appears to keep to our annual target of 50 new members per annum. Our total membership (excluding gratis emerging members) now stands at 531 members.

a. Grant income

Ugu District Municipality has allocated the amounts of R6 442 188 Marketing and R5 153 748 Development grant funding to the company for the financial year.

Grant funding from the Local Municipalities as follows:

Hibiscus Coast Municipality	1 696 000
Umdoni Municipality	420 000
Ezinqoleni Municipality	106 000
Vulamehlo Municipality	418 700
Umuziwabantu Municipality	318 150
Umzumbe Municipality.....	402 800
Ugu DM total	11 595 936
Local Municipality total.....	3 361 650
Total grant revenue.....	14 957 586

b. Membership income

Total Number of Members: 531 members registered to the Tourism Company. Of those 367 members have paid their fees. Debt collection actions have been implemented to ensure that as many members pay their annual dues.

In addition, we have 5 emerging business members that are not required to pay an annual membership fee.

Follow up on outstanding membership will be done. In terms of the KZN Tourism Act, membership to a local Community Tourism Organisation is mandatory for businesses in the tourism sector. Should businesses elect not to remain members, schedules of non-compliant businesses will be forwarded to the relevant local municipalities and Tourism KwaZulu-Natal.

Membership Raised..... 189 268

c. Sponsorship

Total Revenue from Sponsors: Nil

Actual Expenditure of sponsorships: Nil

1. We have renewed our trade exchange with Cem Air, for the Margate to OR Tambo International Airport. This arrangement is In lieu of advertising the service as and when applicable, we have received 13 return tickets with an approximate value of R44 000.
2. We anticipate that we shall receive the balance of our funding from the provincial government tourism body towards the Sardine Festival; in the previous year we received R200 000.

d. Other Income

The entity earns from commission on ticket sales, interest and small information office projects.

Other income raised 318 150

e. Expenditure to date

General Operations and Administration: 3 479 069
Marketing expenditure: 2 861 063
Developmental expenditure: 1 078 020
Capital: 168 662
Total expenditure to date: 7 586 814

f. Mid Term Budget Adjustments: January 2016

Mid Term Adjustments Budget : Income	Approved : 2015	Proposed Increase / (Decrease)	Adjusted 2016
Annual grant funding	14 762 014	195 572	14 957 586
Other income	1 688 717	(712 394)	976 323
Reserves to be utilised	1 106 103	1 759 678	2 865 781
Total	17 556 834	1 242 856	18 799 690

Mid Term Adjustment Budget : Expenditure	Approved : 2015	Proposed increase / (Decrease)	Adjusted 2015
Operations - General	2 435 484	(126 600)	2 308 884
Maintenance & Repairs	246 062	202 996	449 058
Board fees	234 070	(18 661)	215 409
Salaries	5 277 512	(279 749)	4 997 763
Marketing	4 739 001	530 474	5 269 476
Development	3 974 705	358 732	4 183 438
Capital	650 000	725 662	1 375 662
Total	17 556 834	1 392 855	18 799 690

The above summary are the key component adjustments – the fully revised budget is contained within Annexure A.

Based on implementation trends for quarters 1 and 2 and the adjustment in the organisational structure, there has been a need to adjust budget allocations.

3. Tourism Development

The guiding principle for Ugu SCT's tourism development function is geared towards the enhancement of:

- **People** within the context of:
 - Capacity building and empowerment.
 - Inclusion and fusion from an informal tourism economy into the main stream tourism sector.
 - Awareness of the tourism industry, host community engagement with tourists and prospects for employment.
 - Socio-economic beneficiation through tourism within rural and hinterland areas and within each of our constituent municipal areas.
- **Product** in relation to:
 - Demand rather than supply driven needs and within a principle of feasibility and sustainability.
 - Ownership and/or equity prospects within emergent practitioner groups.
 - Value adding from an experiential perspective.
 - Integrated Development Planning (IDP) priorities at District and Local Municipality levels.
 - Collation of product development potentials into a routed coastal and hinterland trails network.
 - Compliance with regulations and accepted standards and practices.
- **Place** from a position of:
 - Tourism support infrastructure.
 - Destination and/or attraction footprints.
 - Accessibility and consumer comfort perspectives.
 - Urban and peri urban aesthetics.

The following summation highlights the developmental progressions for the entity for the first and second quarters referenced in the Strategic Objectives of the entity. Please refer to the Addendum B of the report for elements not achieved and corrective measures.

Strategic Objective 6: ***Utilise Events as a Conduit for Profiling the South Coast and Contribution to Visitor Volume Growth: The hosting and presentation of events in conjunction with South Coast stakeholders and/or third party entities directly or through facilitation will be a fundamental thrust for the South Coast and hinterland***

Key developmental programmes and projects within this objective in Q1 and Q2 are:

- Host or supported local initiated events (sampling)
 - South Coast Lions Show (HCM)
 - Sunny and Safe Campaign (all LMs)
 - Maidens Ceremony (Ezinqoleni LM)
 - Inkundla Theatre Festival (HCM)
 - Amakhono Arts Culture and Heritage Festival (HCM)
 - Ingeli Show (Umuziwabantu LM)
 - World Tourism Heritage Day (Umzumbe LM)
 - Turton Summer Beach Festival (Umzumbe LM)
 - Orchid and Exotic Plant Fair (HCM)
 - Xmas Truck Outreach (HCM)
 - Africa by Africans Cultural Expo (Ezinqoleni LM)
 - Indigenous Music and Dance Festival (HCM)
 - Gamalakhe Flea Market (HCM)
- Institute planning for new events
 - The conceptualized event feasibility completed for ratification in January 2016- the World Surfer's Jamboree

Strategic Objective 7: ***Establish and Sustain Stakeholder Communications***

Key developmental programmes and projects within this objective are:

- Area Committee engagements
- Intergovernmental relations
- District engagement
- Membership communications

These are generally achieved via Ugu SCT attending IDP forums, LED forums, PTC and PTF meetings and planning for events in localised areas.

In addition, the Ugu DM is to host a strategic session between Ugu SCT and all LED departments from contributing municipalities to ensure greater institutional collusion. Strategic Objective

8: *Ensure Effective Awareness of Socio-Economic Conditions through Tourism*

Key developmental programmes and projects within this objective for Q1 and Q2 are:

- Implementation of the Tourism Awareness programme (TAP)
 - Sponsored the Isivivane SikaShaka community awareness event at Kwa Qoloqolo (Umzumbe LM).
 - Tourism Awareness Sessions (Vulamehlo LM)
 - Tourism Awareness Session (Umzumbe LM)
 - Alcohol and Substance Abuse Awareness (HCM)
 - Young Women's Seminar (Umzumbe LM)
 - Ezingqoleni High School- incentive provision of soccer kit (Ezingqoleni LM)
- Schools information sessions
 - Careers Expo in Gamalakhe (HCM)
 - Vulamehlo Career Guidance (Vulamehlo LM)
 - Hosted sessions at (Umzumbe LM- 3), (Umuziwabantu LM- 2), (HCM- 2) and Ezingqoleni LM- 1)
 - Waste education sessions (HCM-2)
- Presentations to prospective tourism practitioners
 - Umzumbe Business Fair (Umzumbe LM)
- Schools and or Tertiary Tours
 - Conducted schools tours (HCM and Ezingqoleni LM)
 - Educational schools tours (Umdoni and Vulamehlo LMs)

We have also embarked on an empowerment research related programme whereby the local Esayidi TVET College will be carrying out a Tourism Product Audit within the Ugu District. We have furthermore rendered endorsement of the SMME Incubator programme at the same college and have concluded in principle the provision of a VIC simulator at the college's Gamalakhe Tourism School.

Strategic Objective 9: *Capacitate People for Sustaining Livelihoods through Tourism*

Key developmental programmes and projects within this objective are:

- Mentorship and Skills development training
 - Provided further support to emergent Tour Guides from rural areas
 - Provided work experience for 3 learners from secondary schools (HCM)
- Emerging enterprise participation at events
 - Initiated developmental retail and service provider opportunity events within our support criteria – the principle being funding based on usage of local service providers and SMME enterprises
- Tourism Graduate support
 - All 10 interns have been retained within our operational structures and VICs.
- Free advertising support to emerging businesses
 - Sponsored 24 developmental adverts in the second edition of the Southern Explorer Route Guide which in future will become an annual publication
 - Arranged free radio publicity for 4 emerging tourism practitioners – 3 from the HCM area and 1 from Umuziwabantu LM area

Strategic Objective 10: ***Ensure participation in tourism management and ownership of tourism products by local communities***

Key developmental programmes and projects within this objective are:

- PDI representation of local area committees which is an on going objective within the context of local decision making in tourism
- Emergent product feasibility studies are being undertaken to assist SMMEs to consider enterprise development in the tourism sector

Strategic Objective 11: ***Develop unique and sustainable tourism products and events***

Key developmental programmes and projects within this objective are:

- Concept document and roll out phases for the Eco-Cultural / Activity Trails Network
 - The project awaits endorsement from the Ugu House of Traditional Leadership prior to entering into a funding/implementation phase
- Product development: KwaXolo Caves- on going
- Product development: Ntelezi Msani- on going
- Developmental events support- to this end Ugu SCT will be hosting an events management workshop to assist emergent event practitioners in professionalizing their enterprises and event outcomes
-

Strategic Objective 12: ***Ensure that DM/LM coastal management/ development projects are activated***

Key developmental programmes and projects within this objective are:

- Beach product development and upgrades
 - Conducted a beach facilities inspection for reporting upgrade and maintenance requirements to local municipalities. This has continued throughout the year on an ad hoc and strategic tour geared specifically towards improvement of our amenities bases.

Strategic Objective 13: ***Create an enabling environment for tourism investment***

Key developmental programmes and projects within this objective are:

- Partnerships with our funding institutions:
 - We have also volunteered our services so sit on the PSC proposed for Turton Beach (Umzumbe LM) and other spatial planning initiatives like the Port Shepstone (HCM) and Scottburgh (Umdoni LM)
 - Contributed towards consultancy outcomes for LED Strategies for HCM and Umdoni LMs
 - Assisted within Ugu DM and HCM orientated Coastal Management Planning
 - Sit on the steering group for the Hlanganani Park project- an empowerment initiative for SMMEs (HCM)

Strategic Objective 14: ***Ensure that tourism support infrastructure is adequately provided and/or maintained***

Key developmental programmes and projects within this objective are:

- Partnership with stakeholders for infrastructure support
 - Provided financial support towards the creation of a private VIC at Ramsgate, a birding hide at Marina beach (HCM)
 - Upgraded our VIC in Margate (HCM)
 - Improved welcome signage at Scottburgh and Pennington (Umdoni LM)
 - Introduced our info lapha programme

In conclusion I am satisfied that our development programmes are attaining set targets and with the appointment of a new Development Officer from January 2016, our rural outreach activity will gather further momentum.

4. Marketing and Eventing

Fundamentally, Ugu SCT as a combination of being a Destination Management Organisation (DMO) and a Community Tourism Organisation (CTO) has a pivotal responsibility for destination marketing for the Greater South Coast.

It can be submitted that of all our functions, marketing and communication is probably the most important in that it:

- Activates consumer and trade responses to both the South Coast tourism brand and destination product offerings.
- Enhances greater awareness and support of established and developmental tourism products, attractions and experiences.
- Sustains various communications channels between Ugu SCT and its partner stakeholders and market and general publics.
- Establishes a form of dynamism for all destination areas to which market segments and niches respond and contribute to the tourism revenue yield within the tourism value chain.
- Informs, negates critique and enhances the principles of community in tourism.
- Is a means of presenting and promoting developmentally orientated programmes as they enter the tourism product mix.

The following summation highlights the developmental progressions for the entity for the first and second quarters. Please refer to the Addendum B of the report for elements not achieved and corrective measures.

Strategic Objective 5: ***To contribute to the growth in the District tourism economy through visitor volume growth and the application of the Marketing Action Plan (MAP)***

Key marketing programmes and projects within this objective are:

- Applications of the Marketing Action Plan within strategic objectives are being activated
- South Coast Brand and slogan consistency and promotional events and support for (summed in conjunction within Strategic Objective 6):
 - Gauteng Getaway Show
 - Durban Boat Show
 - South Coast Lions Show
 - Sports and Events Tourism Exchange Conference
 - Sportex Durban
 - KZN Is Summer
 - SA National Ringball Championships (HCM)
 - HCM - Mayor's Welcome Roadblock (HCM)
 - Festival of Food and Fun (HCM)
 - Sardine Festival- district wide
 - Southbroom Mixed Classic (HCM)
 - Ramsgate Literary Festival (HCM)
 - Lake Eland Quattro Classic (Ezingoleni LM)
 - Silence of the Sharks campaign (Umdoni LM)
 - Rugby Development Event (HCM)
 - Scottburgh MTB Event (Umdoni LM)
 - Matat2Pont Enduro at Umtamvuna (HCM)
 - Summer Heat Model & Talent Search Gala Finals at Port Edward (HCM)
 - Rotary Club Event of Port Shepstone (HCM)
 - Wild Coast Sun MTB Challenge
 - SAPS Fishing Championships (HCM)
 - Scottburgh Spring Fest (Umdoni LM)
 - SA Seniors Schools Netball (HCM)
 - Ugu Film Festival (HCM)
 - Portuguese Festival at Munster (HCM)
 - National Juniors Fishing Competition at Shelly Beach (HCM)
 - South African Women's Open Golf at San Lameer (HCM)
 - Sardine MTB Weekend Port Edward Holiday Resort
 - Sardine Half Marathon Uvongo

- Shelly Ski Boat festival
- KZN Seniors Tennis Tournament
- Classic Car Show Scottburgh
- Hook and Vine festival at Margate (HCM)
- South coast Lions Show (HCM)
- South Coast Powasol Umzumbe Extreme (Umzumbe LM)
- The Wedding Festival Izotsha (HCM)
- Ingeli MTB Challenge (Umuziwabantu LM)
- Lake Eland Quattro Classic (Ezinqoleni LM)
- Lake Eland Mile (Ezinqoleni LM)

For a half year, this can be considered a substantial set of event promotional and support activities over and above our Winter and Spring beach activations as carried out on our behalf by Wozani Africa. It is true to say that our destination probably has had the highest number of tourism organisation supported events than any in our province.

- Sustained our support of the official Tourism route Guide- The Southern Explorer
- Video Images have been attained as per target
- Tourism databases have been continually been increased and within this period listings accrued from
 - Durban Boat Show
 - Gauteng Getaway Show
 - East Coast Radio promotion
 - Radio Gagasi promotion
 - Sports and Events Tourism Exchange
- Free media exposure has been realized in no less than 100 media platforms which has substantial publicity value for our destination
- Promotional billboards have been presented
 - Digi Board Port Shepstone
 - Scottburgh Sardine Festival
 - Scottburgh Welcome Sign
 - South Coast Lions Show
 - Wild Coast Sun MTB billboard
 - The Southbroom mixed classic
 - EHowzit - Shelly Beach
- Media destination advertising within a substantial set of publications and aligned to our key market segments and niches
 - South Coast Fever – Sardine Festival Programme
 - South Coast Herald - Bonus
 - Mid-South Coast Mail – Sardine Festival
 - Go Fish Magazine July
 - Beeld Naweek
 - Travel Ideas
 - Camp and Live Annual Guide
 - Business Essentials
 - AA Traveller
 - What Where & When
 - Rock Surf and Deep
 - On Route
 - Tee & Sandwedges
 - KZN Tourism Directory
 - Cemair in flight magazine
 - Intrepid Explorer
 - Mid-South Coast Mail – Scottburgh Spring Fest
 - Sunday Times Travel
 - Signature Golf Annual
 - Skyways in flight magazine
 - Tourism Tattler
 - Government Directory – Online

- AA Traveller –Online
- Financial Mail
- What Where and When KZN (WWW)
- Equinox
- Neighbourhood (Sunday Times)

International:

- Screen Africa
- Sud-Afrika
- Explore SA
- Intrepid Explorer

This paid for promotion cements our commitment to promote the destination even within stressed economic times in order to sustain and grow our tourism visitor bases.

- Media press releases have continued to be distributed and in the region of 35 were submitted
- Television exposure was realized from not less than 5 broadcasts
- Radio exposure – national and regional were realized from:
 - Classic FM – Scottburgh Spring fest
 - Radio Sonder Grense
 - East Coast Radio
 - Radio Lotus
 - Radio Gagazi
- Local Community Radio retainers have been continued for
 - Ugu Youth Radio
 - Radio Sunny South
- Our film prospectus has been upgraded and submitted to the KZN Film Commission
- Familiarisation trips have continued for the tourism trade and media with 8 itineraries concluded
- Members newsletters, newsflashes, and CEO communications have been distributed
- Research continues and relating to consumer surveys, tourism product audit and economic impact of our oceanic attractions and services

Strategic Objective 6: ***Utilise Events as a Conduit for Profiling the South Coast and Contribution to Visitor Volume Growth: The hosting and presentation of events in conjunction with South Coast stakeholders and/or third party entities directly or through facilitation will be a fundamental thrust for the South Coast and hinterland***

Key marketing programmes and projects within this objective are:

- Seasonal events programmes have been presented
- Adhoc events support as per listings already cited within Objective 5

5. Conclusion

I am satisfied that in all spheres of our mandate, Ugu SCT has again for Quarters 1 and 2 sustained its high level of target attainment within its operational, promotional and developmental mandate and associated annual and quarterly planning.

Our 2013-2017 Tourism Strategy has (on review) not been fundamentally adjusted and in so doing this allows Ugu SCT to have an element of continuity within its tourism related functions.

With our development arm of operations now fully resourced, I am optimistic that the realistic developmental work we do will have added impetus going forward.

Our financial management approach remains one of prudence with responsibility and within that context we submit that the use and management of public monies has been conducted in a responsible manner.

Within the confines of the proposed budget adjustments and equated to our Annual Plan, I hereby request that our company's Mid Term Adjustment Budget be approved by Board for subsequent submission to our parent municipality.



JUSTIN MACKRORY
Chief Executive Officer

6. Addendums:

- i) **Annexure A: Budget**
- ii) **Annexure B: Mid – Term Performance Assessment**

UGU SOUTH COAST TOURISM
2015 / 2016 Mid Term Adjustment Budget : Approved 14 January 2016

	2015 / 2016 Approved Budget 25.05.2015	Actual to December 2015	Estimate : Jan – June 2016	Proposed Increase / Decrease	2015 / 2016 Adjusted Budget: Approved 14.01.2016
ADMINISTRATION					
OTHER INCOME					
Subscriptions	-189 268	-168 774	-3 158	17 336	-171 932
Accumulated surplus				0	0
Commissions / Promotions / Office projects	-265 760	-115 453	-110 000	40 307	-225 453
Info Lapas		-17 000	-12 000	-29 000	-29 000
Interest Received	-455 539	-246 168	-200 000	9 371	-446 168
Sundry Income				0	0
Branding recovery		-3 770		-3 770	-3 770
Corporate Sponsorship	-460 000	0	0	460 000	0
TOTAL OTHER INCOME	-1 370 567	-551 165	-325 158	494 245	-876 323
BOARD MEMBERS SALARIES AND ALLOWANCES					
Basic	207 000	62 250	128 650	-16 100	190 900
Travel reimbursement - Motor Vehicle	25 000	1 781	20 819	-2 400	22 600
Contribution - Skills Development Levy	2 070	623	1 287	-161	1 909
TOTAL BOARD MEMBERS SALARIES	234 070	64 653	150 756	-18 661	215 409
SALARIES AND ALLOWANCES					
Basic	3 551 615	1 550 158	1 895 010	-106 446	3 445 168
Bonus	318 695	128 064	184 534	-6 098	312 597
Allowance - Standby			0	0	
Overtime	326 601	66 007	277 811	17 217	343 818
Allowance - Long Service			0	0	
Housing/Rental Subsidy	32 659	11 340	15 876	-5 443	27 216
Company Secretary	57 004	0	0	-57 004	0
Allowance - Telephone	48 828	17 844	30 984	0	48 828
Allowance - Acting			0	0	
Legal			0	0	
Contribution - Pension Contribution	122 876	42 460	55 862	-24 554	98 322
Leave Encashed	0	2 601	-0	2 601	2 601
Contribution - Medical Aid	286 659	88 887	126 855	-70 917	215 742
Contribution - UIF	27 785	10 741	14 021	-3 022	24 763
Contribution - Skills Development Levy	38 703	17 982	19 595	-1 125	37 578
Marketing & Eventing contractor	375 000	172 668	177 375	-24 958	350 043
Casual staff	91 088	32 824	58 264	0	91 088
TOTAL SALARIES AND ALLOWANCES	5 277 512	2 141 577	2 856 186	-279 749	4 997 763
GENERAL EXPENSES					0
Advertising	98 153	73 142	30 000	4 989	103 142
Annual Report & Audit	261 118	186 014	50 000	-25 104	236 014
Audit Committee & Shared Services	254 652	64 215	75 000	-115 437	139 215
Accommodation, Seminars & Travel	16 557	9 134	7 423	-0	16 557
Bank Charges	23 642	16 861	30 000	23 219	46 861
Cleaning - offices	16 146	8 199	10 000	2 053	18 199
Cancelled membership	12 829	316	12 513	0	12 829
Electricity	82 922	40 730	45 000	2 808	85 730
Delivery Fees	5 250		5 250	0	5 250
Legal Fees	21 000	3 695	15 000	-2 305	18 695
Loss on scrapping of FA	7 469		7 500	31	7 500
Membership Expenses	101 418	37 370	30 000	-34 048	67 370
Insurances	44 100	30 358	13 000	-742	43 358
Postage - General	7 140	75	500	-6 565	575
Professional Fees	62 392	48 246	14 000	-146	62 246
Printing & Stationery	94 392	33 024	50 000	-11 368	83 024
Refreshments & In house meetings	30 668	27 157	25 000	21 489	52 157
Rent : Offices	504 000	236 518	267 482	0	504 000
Rent : Equipment	23 940	9 624	14 316	0	23 940
Rent : Internet (data)	37 800	12 747	25 053	0	37 800
Rent : Website hosting	50 757	21 501	29 256	0	50 757
Subscriptions	13 123	2 309	10 000	-814	12 309
Telephones	249 865	112 960	136 905	-0	249 865
Staff Travel reimbursement	88 511	46 427	60 000	17 916	106 427
Uniform/Protective Clothing	54 229	2 191	52 038	-0	54 229
Workman's Compensation	20 837		20 837	-0	20 837
TOTAL GENERAL EXPENSES	2 182 911	1 022 813	1 036 073	-124 025	2 058 886
CONTRACTED SERVICES					
Security Services	37 543	16 576	20 967	0	37 543
Security - Alarm Monitoring System					
TOTAL CONTRACTED SERVICES	37 543	16 576	20 967	0	37 543
COLLECTION COSTS					
Collection Costs	0	0	0	0	0
TOTAL COLLECTION COSTS	0	0	0	0	0
INTEREST EXPENSE					
Interest	1 575	0	1 500	-75	1 500
TOTAL INTEREST EXPENSE	1 575	0	1 500	-75	1 500

UGU SOUTH COAST TOURISM
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DEPRECIATION					
Current assets depreciation	160 955	58 848	102 107	0	160 955
New Assets Depreciation					0
TOTAL DEPRECIATION	160 955	58 848	102 107	0	160 955
WORKING CAPITAL					
Doubtful Debts Provision	52 500		50 000	-2 500	50 000
Leave Reserve			0	0	
TOTAL WORKING CAPITAL	52 500	0	50 000	-2 500	50 000
REPAIRS AND MAINTENANCE					
Buildings & Structures	47 250	67 600	50 000	70 350	117 600
Airconditioners	2 100	0	2 100	0	2 100
Electrical	5 250	1 390	3 860	0	5 250
Plumbing	1 050	0	1 050	0	1 050
Computer Equipment : Software	37 673	7 599	30 074	0	37 673
Furniture & Fittings - Repairs	12 555	539	12 016	0	12 555
Signage	15 750	78 396	70 000	132 646	148 396
Development Signage	78 750		78 750	0	78 750
Garden	3 068	1 146	1 922	-0	3 068
Vehicle & Fuel	42 616	17 932	24 684	-0	42 616
TOTAL REPAIR & MAINTENANCE	246 062	174 602	274 456	202 996	449 058
SUB TOTAL : ADMINISTRATION	6 822 561	2 927 904	4 166 887	272 231	7 094 791
MARKETING					
MARKETING GRANT INCOME					
Ugu District Municipality Contribution	-6 442 182	-3 221 094	-3 221 094	6	-6 442 188
HCM Contribution	-795 375	-848 000		52 625	-848 000
Umdoni Contribution	-164 624	-210 000		45 376	-210 000
Ezingoleni Contribution	-53 025	-53 000		-25	-53 000
Vulamehlo Contribution	-209 449	-209 350		-99	-209 350
uMuziwabantu Contribution	-159 075	-159 075		0	-159 075
uMzombe Contribution	-201 495	-201 400		-95	-201 400
Other Direct Marketing Income (TKZN)	-318 150		-100 000	-218 150	-100 000
	0				0
TOTAL MARKETING GRANT INCOME	-8 343 374	-4 901 919	-3 321 094	-120 361	-8 223 013
MARKETING GRANT EXPENDITURE					
Advertising: Publications					
Advert Design	0	44 400	20 000	64 400	64 400
Electronic Media/ TV/ Web	385 035	16 360	121 800	-246 875	138 160
Publications	1 141 786	616 757	502 503	-22 525	1 119 260
Billboards		35 000	70 000	105 000	105 000
Dezzi Agreement		250 000		250 000	250 000
Office branding materials - Revamp		71 592	73 408	145 000	145 000
Branding	171 150	0	71 150	-100 000	71 150
Brochures (SEA)	239 634	0	239 634	0	239 634
Radio	0		100 000	100 000	100 000
Trade & Consumer Shows & Mall Activations	534 958	279 738	255 220	1	534 958
Media Educational & DVD	94 500	87 555	90 000	83 055	177 555
Newletter	0			0	0
Promotional Items	60 000	63 249	52 500	55 749	115 749
Image & Video library	62 500		10 000	-52 500	10 000
Beach Program	462 113	225 070	237 043	0	462 113
Events				0	0
: Sardine Festival	600 000	356 551	250 000	6 551	606 551
: Portuguese Festival	107 392	138 466	0	31 074	138 466
: Africa Expedition	0		0	0	0
: Harley - Davidson (Africa Bike Week)	628 731	431 325	193 775	-3 632	625 100
: SA Womens Golf	0		0	0	0
: Lake Eland Mile / Quatro	40 000	40 000	0	0	40 000
: Other	211 203		81 380	-129 823	81 380
: Mgt Food Festival		80 000		80 000	80 000
: Other		8 000		8 000	8 000
: Matat 2 Pont		10 000		10 000	10 000
: Scottburgh Food festival		50 000	-50 000	0	0
: Umdoni MTB		15 000		15 000	15 000
: MTB / MTB Series		10 000	90 000	100 000	100 000
: Golf		2 000		2 000	2 000
: Ramsgate Literary Festival		30 000		30 000	30 000
TOTAL MARKETING EXPENDITURE	4 739 001	2 861 063	2 408 413	530 474	5 269 476
SUB TOTAL : MARKETING	-3 604 373	-2 040 856	-912 681	410 113	-2 953 537

UGU SOUTH COAST TOURISM
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DEVELOPMENT					
Ugu District Municipality Contribution	-5 153 747	-2 576 874	-2 576 874	1	-5 153 748
HCM Contribution	-795 375	-848 000		52 625	-848 000
Umdoni Contribution	-164 624	-210 000		45 376	-210 000
Ezingoleni Contribution	-53 025	-53 000		-25	-53 000
Vulamehlo Contribution	-209 449	-209 350		-99	-209 350
uMuziwabantu Contribution	-159 075	-159 075		0	-159 075
uMzumbe Contribution	-201 495	-201 400		-95	-201 400
Other Direct Development Income					0
TOTAL DEVELOPMENT GRANT INCOME	-6 736 789	-4 257 699	-2 576 874	97 784	-6 834 573
DEVELOPMENT GRANT EXPENDITURE					
Sub-Committee funding (11)	300 000	67 231	482 908	250 139	550 139
Advertising				0	0
: RSS / Ugu Youth	52 800	15 000	45 000	7 200	60 000
Development projects				0	0
: Multi Trails	500 000	0	500 000	0	500 000
: KwaXolo Cave Route Development	50 000	0	100 000	50 000	100 000
: Ntelezi Msani Memorial Project	80 000	0	100 000	20 000	100 000
: Adhoc development initiatives	200 000	0	200 000	0	200 000
Research reports	150 000	112 500	37 500	0	150 000
Tourism Investment prospectus (SCDA)	50 000	0	0	-50 000	0
Training				0	0
: Staff	100 000	20 143	50 000	-29 857	70 143
: Cadet program	296 606	117 888	178 718	-0	296 606
: Capacity building training & SMME	200 000	49 311	150 689	0	200 000
: Schools Project	126 900	20 171	106 729	0	126 900
Film Tourism (Propectus)	60 000		60 000	0	60 000
Promotional Items	100 000	34 550	165 450	100 000	200 000
Tourism Activities: Tourism Month - september	100 000			-100 000	0
Development events				0	0
: Other - unallocated (New Concepts proposed)			220 000	220 000	220 000
: Schools Sport Netball & Soccer	350 000		340 000	-10 000	340 000
: Spring // Marine Festival - Umdoni	200 000	222 886	0	22 886	222 886
: Schools Netball	275 000	50 000		-225 000	50 000
: Amakhono arts	0	65 000		65 000	65 000
: Ingeli Mountain biking	0	8 772		8 772	8 772
: Umuziwabantu Show	100 000	100 000		0	100 000
: Lions Show	5 000	37 500		32 500	37 500
: AFVF	5 000			-5 000	0
: KZN is Summer		1 000		1 000	1 000
: Orchid Show		10 000		10 000	10 000
: Inkundla	15 000	12 920		-2 080	12 920
: Recycling			20 000	20 000	20 000
: Heritage Festival	80 000			-80 000	0
: Ugu Film Festival		25 000		25 000	25 000
: Ugu Summer Music Festival	60 000		60 000	0	60 000
: Maidens Ceremony	75 000	57 018	0	-17 982	57 018
: Umzumbe		15 000		15 000	15 000
: Other		5 000		5 000	5 000
: Fishing		10 000		10 000	10 000
Conferencing & Awareness	70 000	21 130	50 000	1 130	71 130
Development SMMEs : Brochure Southern Explorer	238 424		238 424	0	238 424
Web / Electronic media	134 975			-134 975	0
TOTAL DEVELOPMENT EXPENDITURE	3 974 705	1 078 020	3 105 418	208 732	4 183 438
SUB TOTAL : DEVELOPMENT	-2 762 084	-3 179 679	528 544	306 516	-2 651 135
TOTAL OPERATIONAL BUDGET	16 906 834	7 418 152	10 005 876	517 193	17 424 027
CAPITAL EXPENSES					
Offices / Info Kiosks	240 000	130 920	120 000	10 920	250 920
Office Furniture, Fittings and Equipment	80 000	25 830	50 000	-4 170	75 830
Computer	60 000	10 728	40 000	-9 272	50 728
Intangibles	20 000	1 184	12 000	-6 816	13 184
Signage (Dezzie)			185 000	185 000	185 000
Vehicles (2)	250 000		800 000	550 000	800 000
Total Capital Expenditure	650 000	168 662	1 207 000	725 662	1 375 662
Balancing amount prior years Surplus utilised	1 106 103				2 865 781
TOTAL ANNUAL BUDGET	17 556 834	7 586 814	11 212 876	1 242 855	18 799 690

						2015							2015 / 2016 Mid Year Target						
S/O #	KPA #	Ugu DM IDP Ref	PROGRAMME	PROJECT	KPI	2015 ANNUAL TARGET	2015 ACTUAL ACHIEVEMENT	ANNUAL TARGET 30 June 2016	MID YEAR TARGET ADJUSTMENT: Jan 2016	ADJUSTED ANNUAL TARGET: 30 June 2016	ACTUAL ACHIEVEMENT	ANNUAL BUDGET	TARGET	ACTUAL	Evidence	Achieved / Not Achieved	Corrective measures // Comments	OWNER	PORTFOLIO OF EVIDENCE
Strategic Objective #1 : To ensure that the company operations are compliant with all regulatory frameworks																			
S/O 1.1	2	Page134, Chapter 3.7.6	Enterprise Risk Management & Compliance	Comprehensive Risk register	Completed Risk Register by deadline	30-Nov-14	02-Oct-14	30-Nov-15		30-Nov-15	02-Oct-15	Operational	30-Nov-15	02-Oct-15	Risk register	ACHIEVED	-	GM: Fin & HR	Register and proof of compilation date
S/O 1.2	2	Page134, Chapter 3.7.6	Risk Management Policy	Risk Policy review	Reviewed Risk Management Policy by deadline	30-Oct-14	02-Oct-14	30-Oct-15		30-Oct-15	01-Oct-15	Operational	30-Oct-15	01-Oct-15	BOD Approval	ACHIEVED	-	GM: Fin & HR	Record of review and recommendation to Board with proof of date
S/O 1.3	2	Page134, Chapter 3.7.6	Internal Audit & Auditor General queries	AG & Internal Audit queries resolution	Percentage of AG / Internal Audit queries resolved per quarter	100%	100%	100%		100%	100%	Operational	100%	100%	Management Corrective Measures	ACHIEVED	-	GM: Fin & HR	Corrective actions summation
S/O 1.4	5	Page134, Chapter 3.7.6	In-year Annual Performance Plan Revision - 2013/2017 Tourism Strategy (adopted Oct 2013)	Annual Performance Plan / Organisational Scorecard revision	Revised scorecard by deadline	30-Nov-14	25-Nov-14	30-Nov-15		30-Nov-15	-	Operational	30-Nov-15	-	-	NOT ACHIEVED	Strategic session taking place 9 December 2015 - for Board Approval 14.01.2016	GM: Fin & HR	Approved Performance Plan and proof of date
S/O 1.5	5	Page134, Chapter 3.7.6	Performance Management System (PMS)	Q1 & 3 verbal; Half-year and Annual performance appraisals	Periodic performance appraisals by deadline	Quarter specific: Annual by mid-August 2015	Quarter specific: Annual by Mid-August 2015	Quarter specific: Annual by mid-August 2016		Quarter specific: Annual by mid- August 2016	2	Operational	2	2	S57 Performance Reviews	ACHIEVED	-	GM: Fin & HR	Record of evaluations completed and proof of dates
S/O 1.6	5	Page134, Chapter 3.7.6	Stakeholder and Area Committees Participation via CEOs Forum	Needs extraction for 2015/2016 adjusted budget, 2016/2017 budget and annual PMS tools	Number of presentations to CEO Forums	2	3	2		2	1	Operational	1	1	Attendance register	ACHIEVED	-	GM: Fin & HR	CEO Forum minutes and dates
S/O 1.7	5	Page134, Chapter 3.7.6	Annual PMS Tools– Public Accessibility	Annual PMS tools migration to entity's website	Website appearance of in-year review of annual performance plan by deadline	31-Jul-14	23-Jul-14	31-Jul-15		31-Jul-15	27-Jul-15	Operational	2015-07-31	2015-07-27	-	ACHIEVED	-	GM: Fin & HR	Annual PMS tools submitted for uploading and proof of date
S/O 1.8	5	Page134, Chapter 3.7.6	IT and Communication Policy	Policy review	Policy Review by deadline	30-Nov-14	02-Oct-14	30-Nov-15		30-Nov-15	01-Oct-15	Operational	2015-11-30	2015-10-01	BOD Approval	ACHIEVED	-	GM: Fin & HR	Reviewed policy and proof of date
S/O 1.9	5	Page134, Chapter 3.7.6	Municipal Entity Website	Legislated SCM notices publication	Percentage potential notifications actually uploaded	100%	100%	100%		100%	100%	Operational	100%	100%	See schedule	ACHIEVED	-	GM: Fin & HR	Instruction record to service provider
S/O 1.10	4	Page134, Chapter 3.7.6	S71 Financial Reporting	Monthly financial report production	Monthly reports by deadline	10 days after month end	10 days after month end	12		12	6	Operational	6	6	6 Monthly S71 reports	ACHIEVED	-	GM: Fin & HR	Reports and proof of submission dates
S/O 1.11	4	Page134, Chapter 3.7.6	PMS Reporting	Quarterly performance report production	Quarterly reports by deadline	Quarter specific: Annual by 20 July	Quarter specific: Annual by 20 July	4		4	2	Operational	2	2	PMS reports submitted	ACHIEVED	-	GM: Fin & HR	Report submission and date
S/O 1.12	4	Page134, Chapter 3.7.6	Financial Planning	Mid-year adjusted budget review	S72 report produced by deadline	20-Jan-15	20-Jan-15	20-Jan-16		20-Jan-16	-	Operational	NA	NA	-	-	-	GM: Fin & HR	Mid-year budget review report and proof of submission date
S/O 1.13	4	Page134, Chapter 3.7.6	Budget Policy	Budget Policy review	Reviewed policy by deadline	31-May-15	02-Apr-15	31-May-16		31-May-16	-	Operational	NA	NA	-	-	-	GM: Fin & HR	Approved policy and proof of submission date
S/O 1.14	4	Page134, Chapter 3.7.6	Annual Financial Statements	Annual Financial Statements production	AFS adoption by deadline	31-Dec-14	27-Nov-14	31-Dec-15		31-Dec-15	04-Dec-15	Operational	2015-12-31	2015-12-04	AFS adopted	ACHIEVED	-	GM: Fin & HR	AFS adoption and proof of date

S/O #	KPA #	Ugu DM IDP Ref	PROGRAMME	PROJECT	KPI	2015 ANNUAL TARGET	2015 ACTUAL ACHIEVEMENT	ANNUAL TARGET 30 June 2016	MID YEAR TARGET ADJUSTMENT: Jan 2016	ADJUSTED ANNUAL TARGET: 30 June 2016	ACTUAL ACHIEVEMENT	ANNUAL BUDGET	TARGET	ACTUAL	Evidence	Achieved / Not Achieved	Corrective measures // Comments	OWNER	PORTFOLIO OF EVIDENCE
S/O 1.15	4	Page134, Chapter 3.7.6	Annual Financial Statements	Draft Annual Financial Statements and Annual Performance Report availability to the Auditor General	AFS and Annual PMS report by deadline	31-Aug-14	29-Aug-14	31-Aug-15		31-Aug-15	31-Aug-15	Operational	2015-08-31	2015-08-31	-	ACHIEVED	-	GM: Fin & HR	Submission and confirmation from the AG (SA)
S/O 1.16	4	Page134, Chapter 3.7.6	Audit Compliance	A-G Report	Unqualified Audit Opinion	Unqualified Audit Opinion	Unqualified and Clean Audit Opinion	Unqualified Audit Opinion		Unqualified Audit Opinion	AG Audit report : CLEAN AUDIT	Operational	1	1	AG Audit report : CLEAN AUDIT	ACHIEVED	-	GM: Fin & HR	Audit report from the AG (SA)
S/O 1.17	4	Page134, Chapter 3.7.6	MFMA Compliance	Fruitless and wasteful expenditure	Maintain nil wasteful expenditure reported to Board	Nil	R 22	Nil		Nil	Nil	Operational	Nil	Nil	-	ACHIEVED	-	GM: Fin & HR	Board reports
S/O 1.18	4	Page134, Chapter 3.7.6	Budget Planning in terms of the MFMA	Draft 2015/2016 budget	Draft by deadline	25-Mar-15	05-Feb-15	25-Mar-16		25-Mar-16	-	Operational	NA	NA	-	-	-	GM: Fin & HR	Entity Budget submission to Ugu DM and proof of submission date
S/O 1.19	4	Page134, Chapter 3.7.6	Credit Control and Debt Collection Policy	Adopted reviewed Credit Control and Debt Collection policy by 31 May each year	Date of reviewed and approved policy	31-May-15	02-Apr-15	31-Mar-16		31-Mar-16	-	Operational	NA	NA	-	-	-	GM: Fin & HR	Approved policy and date
S/O 1.20	4	Page134, Chapter 3.7.6	Supply Chain Management Policy	SCM Policy review	Reviewed SCM Policy by deadline	30-Jun-15	02-Apr-15	30-Jun-16		30-Jun-16	-	Operational	NA	NA	-	-	-	GM: Fin & HR	Approved policy and date
Strategic Objective #2 : To capacitate the Company in terms of personnel in accordance with the organisational organogram																			
S/O 2.0	2	Page134, Chapter 3.7.6	Recruitment	Appointments of personnel	Number of appointments made	2	6	0	2	2	1	Operational	1	1	T. Msomi	ACHIEVED	-	GM: Fin & HR	Signed Contracts
Strategic Objective #3 : Sustain and develop operations of district wide Visitor Information Centres (VIC's)																			
S/O 3.1	2	Page134, Chapter 3.7.6	Visitor Information Centres	VICs Operations	Number of VIC's maintained as operational	12	13	13		13	NA	Operational	NA	NA	-	-	-	GM: Fin & HR	Referral to payroll and operational spend
S/O 3.2	2	Page134, Chapter 3.7.6	New developmental VIC's at strategic geographic sites	New VIC's	Number of new VIC's (NA for 2015/2016)	1	2	NA		NA	NA	Operational	NA	NA	-	-	-	GM: Fin & HR	NA 2015/2016
Strategic Objective #4: Provide staff development.																			
S/O 4.1	2	Page134, Chapter 3.7.6	Staff development	Short course attendance	Number of days	34	67	20		20	28	R 100 000	10	28	See schedule	ACHIEVED	-	GM: Fin & HR	Training registration documents
Strategic Objective #5: To contribute to the growth in the District tourism economy through visitor volume growth and the application of a Marketing Action Plan (MAP)																			
S/O5.1	3	Page134, Chapter 3.7.6	Application of marketing actions	Marketing Action Programme (MAP)	Review of 2013/2014 MAP	NA	NA	31-Mar-16		31-Mar-16	-		NA	NA	-	-	-		N/A
S/O5.2	3	Page134, Chapter 3.7.6	South Coast brand & slogans consistency	Brand Manual for Ugu South Coast Tourism and including the South Coast Brand	2013/2014	NA	NA						NA						
S/O 5.3	3	Page134, Chapter 3.7.6	Brand application	Brand translation into tools	Percentage utilisation of selected marketing tools	80%	100%	80%		80%	100%	R 331 150	80%	100%	See schedule	ACHIEVED	-	MKT & DEV PC // CEO	Record of selected tools using brand DNA
S/O 5.4	3	Page134, Chapter 3.7.6	Official tourism guide	Southern Explorer Route Guide	Number of editions per FY	2	2	2		1	NA	R 239 633	NA	NA	-	-	-	MKT PC // CEO	Southern Explorer Route Guide Publications
S/O 5.5	3	Page134, Chapter 3.7.6	Video / image library	Library development	Number of images	50	53	50		50	30	R 62 500	10	41	-	ACHIEVED	-	MKT PC // CEO	Image portfolio with dates
S/O 5.6	3	Page134, Chapter 3.7.6	Information kiosks	Kiosk application	Installed kiosks by number	6	00-Jan-00	12	-6	6	2	Operational	3	2	-	NOT ACHIEVED	Pennington installation Jan 2016	MKT PC // CEO	Record of Installed kiosks

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S/O 5.7	3	Page134, Chapter 3.7.6	Tourism Databases	Centralised database library	Library by deadline	30-Jun-15	30-Jun-15	30-Jun-16		30-Jun-16	-	Operational	NA	NA	-	-	-	MKT PC // CEO	Database portfolio with dates
S/O 5.8	3	Page134, Chapter 3.7.6	Publication distribution	Distribution agreement	Agreement by deadline	31-Dec-14	23-Dec-14	31-Dec-15	30-Apr-16	30-Apr-16	-	Operational	NA	NA	-	-	-	MKT PC // CEO	Final agreement and proof of date
S/O 5.9	3	Page134, Chapter 3.7.6	Free media exposure	Talking tourism / Tourism 360	Number of articles	42	84	45		45	90	Operational	20	90	See schedule	ACHIEVED	-	MKT PC // CEO	Physical Clippings / Extracts / Articles
S/O 5.10	3	Page134, Chapter 3.7.6	Ad hoc media releases	Media releases	Number of media releases submitted	60	65	60		60	35	Operational	19	35	See schedule	ACHIEVED	-	MKT PC // CEO	Copy of release with date / Emailed out to database
S/O 5.11	3	Page134, Chapter 3.7.6	Free TV exposure – generic and niche	TV	Number of broadcasts	4	6	4		4	9	Operational	2	9	See schedule	ACHIEVED	-	MKT PC // CEO	Confirmation / Notification schedule
S/O 5.12	3	Page134, Chapter 3.7.6	Radio exposure – generic and niche	Radio	Number of broadcasts	10	12	12		12	6	R 52 800	8	6	See schedule	NOT ACHIEVED	-	MKT PC // CEO	Confirmation-Email communication / Notification schedule
S/O 5.13	3	Page134, Chapter 3.7.6	Local community radio – multi lingual	Community radio	Number of campaigns broadcast	8	8	8		8	4		4	4	See schedule	ACHIEVED	-	MKT PC // CEO	Confirmation / Notification schedule
S/O 5.14	3	Page134, Chapter 3.7.6	Domestic market	Print and online media	Number of inserts	36	84	35		35	40	R 1 661 795	16	40	See schedule	ACHIEVED	-	MKT PC // CEO	Publication
S/O 5.15	3	Page134, Chapter 3.7.6	Overseas market & International media exposure	Print and online media	Number of inserts	8	12	12		12	4		6	4	See schedule	NOT ACHIEVED	-	MKT PC // CEO	Publication
S/O 5.16	3	Page134, Chapter 3.7.6	Billboard type or specific marketing tools	Use of bill boards and similar tools	Number of billboards utilised	6	7	6		6	8		2	8	See schedule	ACHIEVED	-	MKT PC // CEO	Photograph and supplier confirmation of installation
S/O 5.17	3	Page134, Chapter 3.7.6	Domestic market radio campaigns	Radio campaigns	Number of campaigns	2	2	2		2	0		NA	NA	-	-	-	MKT PC // CEO	Confirmation / Notification schedule
S/O 5.18	3	Page134, Chapter 3.7.6	Tourism Consumer, Trade, Niche Mass Participation Events	Participation at events	Number of events	17	25	17		17	9	R 534 958	4	9	See schedule	ACHIEVED	-	MKT PC // CEO	Participation report
S/O 5.19	3	Page134, Chapter 3.7.6	Film Prospectus	Sample Prospectus	Sample Prospectus by deadline	30-Jun-15	10-Jun-15	30-Jun-16		30-Jun-16	0	R 60 000	NA	NA	-	-	-	MKT PC // CEO	Prospectus and proof of date of submission
S/O 5.20	3	Page134, Chapter 3.7.6	National / Regional Media	Trip facilitation	Number of trips	4	8	4		4	5	R 94 500	2	5	See schedule	ACHIEVED	-	MKT PC // CEO	Participation report / Email correspondence
S/O 5.21	3	Page134, Chapter 3.7.6	International Media	Trip facilitation	Number of trips	2	4	2		2	2		1	2	See schedule	ACHIEVED	-	MKT PC // CEO	Participation report / Email correspondence
S/O 5.22	3	Page134, Chapter 3.7.6	Tour Operators / Wholesalers	Trip facilitation	Number of trips	2	5	4		4	2		2	2	See schedule	ACHIEVED	-	MKT PC // CEO	Participation report / Email correspondence
S/O 5.23	3	Page134, Chapter 3.7.6	Member Newsletters	Newsletters	Number of releases	10	10	4		4	2	Operational	2	2	2 Newsletters	ACHIEVED	-	MKT PC // CEO	Copy of Newsletter and Email instruction
S/O 5.24	3	Page134, Chapter 3.7.6	Member News flashes	News Flashes	Number of releases	12	56	12	8	20	39	Operational	8	39	See schedule	ACHIEVED	-	MKT PC // CEO	Copy of News flash and Email instruction
S/O 5.25	3	Page134, Chapter 3.7.6	Distribution of CEO letters to members	CEO communication	Number of releases	4	15	4		4	2	Operational	2	2	CEO letters	ACHIEVED	-	MKT PC // CEO	Copy of CEO letter and Email instruction
S/O 5.26	3	Page134, Chapter 3.7.6	Distribution of Tourism Trade Newsletters	Tourism trade	Number of releases	4	4	4		4	2	Operational	2	2	Trade Newsletters	ACHIEVED	-	MKT PC // CEO	Copy of Trade letter and Email instruction
S/O 5.27	3	Page134, Chapter 3.7.6	Sponsorships	Sponsorship Agreements	Number of sponsorship agreements	3	0	4	-3	1	0	Operational	1	1	ComAir	ACHIEVED	-	MKT PC // CEO	Physical document

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S/O5.28	3	Page134, Chapter 3.7.6	Summer Season Performance	Research Report	Report by deadline	31-Mar-15	02-Feb-15	31-Mar-16		31-Mar-16	-	R 150 000	NA	NA	-	-	-	Dev PC // CEO	Report tabled at Board and submission date
S/O5.29	3	Page134, Chapter 3.7.6	Visitor Perception Study (Consumer Survey)	Research Report: Event performance - LED and Visitor Perception Study	Report by deadline	31 Dec 2014 and 30 June 2015	23 Dec 2014 and 19 June 2015	End Dec 2015 and End June 2016		End Dec 2015 and End June 2016	29-Nov-15		2015-12-31	2015-11-30	Portuguese VRS	ACHIEVED	-	Dev PC // CEO	Report tabled at Board and submission date
S/O5.30	3	Page134, Chapter 3.7.6	Seasonal Status Quo Snapshots	Snapshot Reports	Number of snap shot reports	4	4	4		4	2		2	2	2 Snapshot reports	ACHIEVED	-	Dev PC // CEO	Snapshot reports
S/O5.31	3	Page134, Chapter 3.7.6	Tourism product audit	Research Report	Report by deadline	30-Jun-15	0	NA		30-Jun-16	0		NA	NA	-	-	-	Dev PC // CEO	N/A
S/O5.32	3	Page134, Chapter 3.7.6	Holistic South Coast LED Tourism Study	Completed study	Completed LED Study by deadline	NA	NA	30-Jun-16		30-Jun-16	0		NA	NA	-	-	-	N/A	Completed LED study and date
Strategic Objective #6: Utilise Events as a Conduit for Profiling the South Coast and Contribution to Visitor Growth Volume																			
S/O6.1	3	Page134, Chapter 3.7.6	In Season Events	Event support	Number of seasonal campaigns	4	4	4		4	2	R 462 113	2	2	Reports	ACHIEVED	-	MKT PC // CEO	Co-ordinator Closeout report
S/O6.2	3	Page134, Chapter 3.7.6	Assistance to ad hoc events	Ad hoc events	Number of events supported	8	12	4		4	11	R 907 392	2	11	See schedule	ACHIEVED	-	MKT & DEV PC // CEO	Closeout report
S/O6.3	3	Page134, Chapter 3.7.6	Internationally oriented events	Individual events support	Number of events	2	3	4		4	2	R 628 731	2	2	See schedule	ACHIEVED	-	MKT PC // CEO	Closeout report
S/O6.4	3	Page134, Chapter 3.7.6	South African oriented events	Individual events support	Number of events	4	5	4		4	4	R 625 000	2	4	See schedule	ACHIEVED	-	MKT & DEV PC // CEO	Closeout report
S/O6.5	3	Page134, Chapter 3.7.6	Ugu district oriented events	Individual events support	Number of events	10	12	6		6	11	R 351 203	3	11	See schedule	ACHIEVED	-	MKT & DEV PC // CEO	Area Committee minutes and / or Closeout report
S/O6.6	3	Page134, Chapter 3.7.6	Developmental events support	Ad hoc support	Number of events supported	10	15	4	6	10	4	R 280 000	2	4	See schedule	ACHIEVED	-	Dev PC // CEO	Closeout report
S/O6.7	3	Page134, Chapter 3.7.6	Event concept planning	Concept Descriptions Feasibility and Recommendation	Number of concepts by deadline	2 concepts by 2015-06-30	2 concepts by 2015-06-30	2 Concepts by 30 June 2016		2 Concepts by 30 June 2016	29 December 2015 (1)	Operational	1	1	World Surfers jamboree	ACHIEVED	-	CEO	Concept and proof of date
Strategic Objective # 7: Establish and Sustain Stakeholder Communications																			
S/O 7.1	3	Page134, Chapter 3.7.6	Hosting of Board Meetings between DM and LM officials and the private sector	Board Meetings	Number of meetings	6	8	6		6	4	Operational	2	4	Minutes	ACHIEVED	-	CEO	Minutes
S/O 7.2	3	Page134, Chapter 3.7.6	AGM With UDM as sole shareholder	Board AGM	AGM by deadline	30-Apr-15	16-Apr-15	30-Apr-16		30-Apr-16	0	Operational	NA	NA	-	-	-	CEO	Minutes and proof of date
S/O 7.3	3	Page134, Chapter 3.7.6	CEO / Area Committee Chairs Forum	Forum meetings	Number of meetings	6	6	6		6	3	Operational	3	3	Minutes	ACHIEVED	-	CEO	Minutes
S/O 7.4	3	Page134, Chapter 3.7.6	Area Committee compliance	Collation of AGM records	Number of Area Committee record packs	10	10	10		10	0	Operational	NA	NA	-	-	-	CEO	Physical documents
S/O 7.5	3	Page134, Chapter 3.7.6	Area Committee Cluster Functions	Member engagements	Number of functions	6	13	6		6	8	Operational	6	8	See schedule	ACHIEVED	-	CEO	Function record
S/O 7.6	3	Page134, Chapter 3.7.6	Operational management meetings	In-year monitoring of ops and prospects of referral to Board	Number of meetings	6	9	6		6	3	Operational	3	3	Minutes	ACHIEVED	-	CEO	Operation notes and presentations / minutes

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S/O 7.7	3	Page134, Chapter 3.7.6	Ugu DM Development Agency Meetings	Inter entity cohesion	Number of meetings							4							
S/O 7.8	3	Page134, Chapter 3.7.6	CEO Tourism Presentations To DM and LM Councils	Cohesion with political principals	Number of meetings	7	8	7		7	5	Operational	5	5	HCM / Umhoni / Ugu 1st Quarter / Esingweni / Vulamehlo	ACHIEVED	-	CEO	DM & LM Agendas and presentations
S/O 7.9	3	Page134, Chapter 3.7.6	DM / LM officials engagement	Inter institutional cohesion	Number of engagements	38	49	28		28	34	Operational	14	34	See schedule	ACHIEVED	-	CEO	Contact record
S/O 7.10	3	Page134, Chapter 3.7.6	Provincial / DM / LM LED & IDP Forum meetings	Inter-sectoral cohesion	Number of meetings	8	17	8		8	19	Operational	4	19	See schedule	ACHIEVED	-	CEO	Minutes
S/O 7.11	3	Page134, Chapter 3.7.6	VIC Visitation	Head office / VIC ops cohesion	Number of visits	120	236	120		120	127	Operational	60	127	See schedule	ACHIEVED	-	Dev PC // CEO	Contact record
S/O 7.12	3	Page134, Chapter 3.7.6	New member prospects	Membership recruitment	Number of calls on prospective members	120	127	120		120	75	Operational	60	75	See schedule	ACHIEVED	-	Dev PC // CEO	Call log
S/O 7.13	3	Page134, Chapter 3.7.6	Direct Calls to existing members	Member satisfaction and relations	Number of calls	150	152	150		150	63	Operational	60	63	See schedule	ACHIEVED	-	Dev PC // CEO	Call log
S/O 7.14	3	Page134, Chapter 3.7.6	Recruitment of new members	Confirmation of New Paid Up Members	Number of new members	50	62	50		50	23	Operational	24	23	See schedule	NOT ACHIEVED	-	Dev PC // CEO	New members list
Strategic Objective #8 : Ensure Effective Awareness of Socio-Economic Conditions through Tourism																			
S/O 8.1.1	3	Page134, Chapter 3.7.6	District wide programmes	District Tourism Awareness Programme (TAP)	2013/2014	NA	NA	NA		NA	NA		NA	NA	-	-	-		N/A
S/O 8.1.2	3	Page134, Chapter 3.7.6	District wide programmes	TAP implementation	Number of TAP implementation reports by deadline 30 June	4	04-Jan-00	4		4	3	Operational	2	3	TAP reports to Board	ACHIEVED	-	Dev PC // CEO	Report and proof of submission date
S/O 8.2	3	Page134, Chapter 3.7.6	District wide programmes	Schools information Sessions	Number of school sessions in LMs	24	28	24		24	15	R 126 900	12	15	See schedule	ACHIEVED	-	Dev PC // CEO	Record of Presentations / Principal sign-off
S/O 8.3	3	Page134, Chapter 3.7.6	District wide programmes	Updated presentations to prospective tourism practitioners	Number of presentations	4	5	4		4	4	R 70 000	2	4	See schedule	ACHIEVED	-	Dev PC // CEO	Record of Presentations / Attendance registers
S/O 8.4	3	Page134, Chapter 3.7.6	District wide programmes	School and/or tertiary tours within the South Coast	Number of tours	6	6	6		6	2	link 8.2	2	4	See schedule	ACHIEVED	-	Dev PC // CEO	Record of tours / Attendance registers
Strategic Objective #9: Capacitate People for Sustaining Livelihoods Through Tourism																			
S/O 9.1	6	Page134, Chapter 3.7.6	Emergent tourism practitioners	Mentorship and skills development	Number of training events	6	7	6		6	5	R 200 000	4	5	See schedule	ACHIEVED	-	Dev PC // CEO	Record of Engagement
S/O 9.2	6	Page134, Chapter 3.7.6	Emergent businesses	Emerging enterprise participation at events - facilitation	Number of events	3	8	3		3	7		1	7	See schedule	ACHIEVED	-	Dev PC // CEO	Record of promotion
S/O 9.3	6	Page134, Chapter 3.7.6	Graduates for the tourism sector	Mentorship / placement of graduates	Number of graduates listed for placement	35	61	75		75	32	R 296 606	30	32	CV received	ACHIEVED	-	Dev PC // CEO	Record of Mentorship/Placement capability
S/O 9.4	6	Page134, Chapter 3.7.6	Emergent businesses within Southern Explorer	Free advertising for emerging tourism practitioners	Number of adverts	40	47	40	-20	20	0	R 238 424	NA	NA	-	-	-	Dev PC // CEO	Record of Placement
S/O 9.5	6	Page134, Chapter 3.7.6	South Coast Tourism Empowerment Protocol	Adoption of Protocol	NA 2015/2016	NA	NA												
Strategic Objective #10: Ensure participation in tourism management and ownership of tourism products by local communities																			

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S/O 10.1	5	Page134, Chapter 3.7.6	PDI representation on Ugu South Coast Tourism Area Committees	Appropriate reps identification	Number of PDI reps on area committees	11	11	11		11	11	Operational	11	11	See schedule	ACHIEVED	-	Dev PC // CEO	Record of PDI representation on Area Committee in minutes
S/O 10.2	5	Page134, Chapter 3.7.6	Emergent products and services (mainly hinterland) within each LM	Feasibility/ viability template utilisation	Number of templates completed	12	12	12		12	6	R 300 000	6	6	See schedule	ACHIEVED	-	Dev PC // CEO	Hard copies of template completed
Strategic Objective #11: Develop unique and sustainable tourism products and events																			
S/O 11.1	3	Page134, Chapter 3.7.6	Eco-Cultural / Activity Trails Network (hinterland and coastal) for the District	Concept Document formulation for stakeholder engagement	2013/2014	NA	NA	N/A		N/A	NA	-	NA	NA	-	-	-	N/A	
S/O 11.2	3	Page134, Chapter 3.7.6	Roll Out Phases for 11.1 above	Individual product support	Number of products	4	5	4		4	3	R 500 000	2	3	TAP reports to Board	ACHIEVED	-	Dev PC // CEO	Quarterly report on Product
S/O 11.3	3	Page134, Chapter 3.7.6	Product development	KwaXolo Caves	Number of progress reports to Board	4	6	4		4	3	R 330 000	2	3	TAP reports to Board	ACHIEVED	-	Dev PC // CEO	Quarterly reports
S/O 11.4	3	Page134, Chapter 3.7.6	Product development	Ntelezi Msami Heritage Project	Number of progress reports to Board	4	4	4		4	3		2	3	TAP reports to Board	ACHIEVED	-	Dev PC // CEO	Quarterly reports
S/O 11.5	3	Page134, Chapter 3.7.6	Product Development	Big 5 (Emaweni)	Completion by deadline	NA	NA	NA		NA	NA		NA	NA	-	-	-	Dev PC // CEO	N/A
S/O 11.6	3	Page134, Chapter 3.7.6	Product Development	Big 5 (Emaweni) Project reports of project progression	Quarterly reports	3	4	Target removed					Target removed					Target removed	
S/O 11.7	3	Page134, Chapter 3.7.6	Development Events	Responses to requests for support	Percentage of ad hoc requests that are supported	80%	76%	80%		80%	100%	R 60 000	80%	100%	See schedule	ACHIEVED	-	Dev PC // CEO	Quarterly reports
Strategic Objective #12: Ensure that DM/LM coastal management / development projects are activated																			
S/O 12.1	3	Page134, Chapter 3.7.6	Beach product development and upgrades	Oversight contribution to beach upgrades	CEO's collation of Annual status quo reports for 3 LMs with beaches by deadline	30-Jun-15	05-Jun-15	30-Jun-16		30-Jun-16	0	Operational	NA	NA	-	-	-	Dev PC // CEO	Record of Status Quo Reports from DM/LMs and Communication with DM/LMs and other facilitating agencies
Strategic Objective #13 Create an enabling environment for tourism investment																			
S/O 13.1	3	Page134, Chapter 3.7.6	Partnership with Development Agency	Portfolio of Desired Tourism Investment Initiatives / Projects	2013/2014	Target removed													
S/O 13.2	3	Page134, Chapter 3.7.6	Partnership with Development Agency	Investment prospectus	As per number and prospectus date														
S/O 13.3	3	Page134, Chapter 3.7.6	Partnership with Development Agency	Tourism sector support to Development Agency	Percentage of ad hoc requests for input that are met														
Strategic Objective #14: Ensure that tourism support infrastructure is adequately provided and/or maintained																			
S/O 14.1	3	Page134, Chapter 3.7.6	Partnership with stakeholders	Tourism support infrastructure	Percentage of ad hoc requests for tourism support infrastructure that are taken to conclusion	80%	100%	80%		80%	100%	Operational	80%	100%	See schedule	ACHIEVED	-	Dev PC // CEO	Record of requests and facilitation assistance