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Department:
Cooperative Governance and Traditional Affairs
PROVINCE OF KWAZULU-NATAL



1ST QUARTER REPORT ON PROGRAMME PERFORMANCE FOR THE 2020/2021 FINANCIAL YEAR

This report is prepared in terms of the required Treasury Regulations and the PFMA. The report contains the progress on programme performance against the set performance indicators and targets contained in the Department's Annual Performance Plan. The report firstly gives an overall summary of the performance as at the end of the quarter with a major focus on the validation of progress statements by valid, accurate and complete performance information (evidence).

Prepared by the Strategic Planning, Monitoring and Evaluation Unit

24 July 2020

TOGETHER WE HAVE MADE KZN A BETTER PROVINCE TO LIVE IN, TOGETHER WE WILL MOVE SOUTH AFRICA FORWARD

1ST QUARTER REPORT ON PROGRAMME APP PERFORMANCE FOR THE 2020/2021 FINANCIAL YEAR

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1. REVIEW OF DEPARTMENTAL APP PERFORMANCE AS AT THE END OF THE QUARTER

INTRODUCTORY COMMENTS

During the preparation of the Annual Performance Plan, the Department continued to take cognisance of the reporting requirements of the Oversight Model for KZN Legislature. From this Model it is expected that by the end of the 1st quarter all procurement matters to get projects started should be complete in order for projects to be in the full swing of implementation by the 2nd quarter. The Department should be able to start seeing whether project/programmes have value for money and/or have benefitted the beneficiaries, and for the Department to adjust where necessary in the 3rd and 4th quarters. Therefore, at the end of the 3rd quarter, projects or programmes were assessed on the basis of whether they are moving into the stages of implementation.

Performance information plays a significant role in planning for and measuring the priorities of government, budget allocations and the monitoring of service delivery and value for money. This quarterly performance reports provide progress on the implementation of the Departmental Annual Performance Plan in the previous quarter, with particular reference to monitoring delivery against quarterly performance targets. The guidelines indicate that institutions should ensure that the actual achievements of targets set in the Annual Performance Plan are reported in the quarterly reports.

The legal requirements related to the production of this quarterly performance reports are reflected in the Treasury Regulations issued in May 2000 included the following provisions:

5.3. Evaluation of performance [Section 27(4) read with 36(5) of the PFMA]

5.3.1. The accounting officer of an institution must establish procedures for quarterly reporting to the executive authority to facilitate effective performance monitoring, evaluation and corrective action.

DEPARTMENTAL APP PERFORMANCE AS AT THE END OF THE QUARTER

The Table reflects the performance as at the respective Programmes in the Department. The detail of each programme follows later in the report. The Strategic Planning, Monitoring and Evaluation Unit studied the reports and consulted with various business units on the details captured in the reports and the supporting documents submitted. Reports were generally of a good quality and corresponded well with the supporting documents received. The table below provides the overall performance of the Department across all programmes.

DEPARTMENTAL 1ST QUARTER ACHIEVEMENT IN THE APP TARGETS					
PROGRAMME	Indicators in APP (#)	Indicators with 1st Quarter Targets (#)	Targets Achieved (#)	Targets Not Achieved (#)	Achievement Percentage
Programme One: Administration	30	19	15	4	79%
Programme Two: Local Governance	30	19	17	2	89%
Programme Three: Development and Planning	50	18	18	0	100%
Programme Four: Traditional Affairs	11	7	5	2	71%
Total	121	63	55	8	87%
Percentage					

2. HIGH LEVEL SUMMARY PROGRAMME APP PERFORMANCE AS AT THE CLOSE OF THE QUARTER

PROGRAMME ONE: ADMINISTRATION

PROGRAMME PURPOSE

This programme is dedicated to supporting all sub-programmes within the Department to be able to render quality services to the municipalities under the umbrella of Corporate Services. The programme consists of the following sub-programmes/Business Units listed in the table below and an indication of their 1st quarter achievement on the APP targets:

PROGRAMME ONE 1ST QUARTER ACHIEVEMENT ON THE APP TARGETS						
Business Units	Indicators in APP (#)	Indicators with 1st Quarter Targets (#)	Targets Achieved (#)	Targets Not Achieved (#)	Achievement Percentage	
Office of the MEC	1	0	0	0	0%	
Office of the Head of Department	2	1	0	1	0%	
Human Resources Management - ODES	2	1	1	0	100%	
Human Resources Management - HCD	4	1	1	0	100%	
Auxiliary Services	1	1	1	0	100%	
Information Technology	1	1	0	1	0%	
Financial Management	4	3	3	0	100%	
Internal Control	3	3	2	1	67%	
Strategic Planning and Service Delivery	4	2	1	1	50%	
Monitoring	1	1	1	0	100%	
Evaluation	1	1	1	0	100%	
Policy and Research	3	3	3	0	100%	
Legal Services	1	1	1	0	100%	
Corporate Communication	2	0	0	0	0%	
Total	30	19	15	4	79%	

Percentage

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Office of the MEC	Number of site inspections conducted	2	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 2 nd quarter.	None
Office of the HOD	Number of Departmental clean audit opinions achieved	1	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 2 nd quarter. 3 Clean Audit meetings were held. The Report on the resolutions of Clean Audit meetings which remain unresolved was submitted to the HOD. The Report on Quarterly Performance Information was approved. The Financial report was approved and submitted to Treasury. The Audit Improvement Strategy report was updated and approved by the HOD.	None
Office of the HOD	Percentage of suppliers paid within the thirty day period	100%	100%	97%	-3%	Target was not achieved. 97% (873/898) of suppliers were paid within 30 days. 3 reports were prepared on the status of payment. A report was compiled on the implementation of remedial action. The other 25 invoices were paid after the 30 days period.	<p>Reason for Variance</p> <p>25 invoices were not paid within 30 days due to the following reasons:</p> <ul style="list-style-type: none"> • 23 Invoices for March 2020 were paid in April 2020 when the new budget was available after running out of 2019/20 funds. • The Payment of two invoices for May and June 2020 was delayed because the Department had to shut down the Finance and SCM sections due to positive COVID 19 cases, all staff had to be tested and results were only available after 2 weeks after which negative staff resumed work. <p>Corrective action</p> <p>The Staff Rotation Plan will mitigate the risk of having all staff to be in self isolation at the same time.</p>

Date: 28/07/20

Accounting Officer: 

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Organisational Development and Efficiency Services	Number of Standard Operating Procedures developed	12	3	3	0	Target was achieved. 3 Standard Operating procedures (SOPS) were developed and approved by relevant business units and included (1) Freezing of Izinduna Stipend, (2) Unfreezing of Izinduna stipend and (3) Compulsory Retirement.	None
Organisational Development and Efficiency Services	Number of Organisational Functionality Assessments undertaken	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. In preparation for the assessment in the fourth quarter, the Organisational Functionality Assessment tool had been designed.	None
Human Capital Development	Percentage of employees compliant with financial disclosure submission	100%	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 2 nd quarter.	None
Human Capital Development	Percentage of underperforming staff Performance Improvement Plans monitored	100%	-	-	No target due in the 1 st quarter	No target due for the 1 st quarter but planned for the 3 rd quarter.	None
Human Capital Development	Number of interns appointed	32	32	35	+3	Target was achieved. 35 Interns were appointed for the department.	Reason for Variance A budget was available to appoint 3 more interns.
Human Capital Development	Percentage of Deputy and Assistant Directors assessed for competency	100%	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter.	None



Business Unit	Output Indicator	20/21 Annual Target	1st Quarter Target	1st Quarter Actual Output	1st Quarter Variance	1st Quarter Progress Summary	Reason for Variance and Corrective Action
Auxiliary Services	Percentage of Departmental Buildings compliant with the Occupational Health and Safety Act	100%	100%	100%	0%	Target was achieved. 100% (17/17) Departmental buildings were compliant with the Occupational Health and Safety Act. Due to the Covid-19 pandemic, there was also an emphasis on ensuring that all the Departmental buildings are compliant with all Covid19 Regulations and Directives issued by Department of Labour and DPSA as well as preparedness for returning of staff to work.	None
Information Communication Technology	Percentage of compliance with ICT governance framework	100%	100%	75%	-25%	Target was not achieved. 75% (6/8) actions were implemented to comply with the ICT Governance framework. This was due to Desktop Disaster Recovery Plan (DRP) tests not being conducted and SITA SLA engagements not being held.	<p>Reason for Variance</p> <ul style="list-style-type: none"> The Desktop Disaster Recovery Plan (DRP) tests could not be conducted as currently there was a technology change over servers. Adapting to the new ways of working during the pandemic was not as fast as expected <p>Corrective Action</p> <ul style="list-style-type: none"> The backup software plan will be finalised after servers' technology change, then conduct a DRP test The catch-up SLA meeting was scheduled for the 16th of July 2020.
Financial Management	Percentage reduction of UIFW	50%	-	-	No target due in the 1st quarter	No target set for the 1st quarter but planned for the 4th quarter.	None
Financial Management	Number of programme budgets spent in accordance with approved budget	4	4	4	0	Target was achieved. 4 programmes budgets have been spent in accordance with the approved budget.	None
Financial Management	Percentage of procurement awarded to SMMEs, Cooperatives, Townships/Rural Enterprises and people with disabilities	30%	5%	85.77%	+81%	Target was achieved. 85.77% (R42 million/R49 million) was awarded to SMMEs, Cooperatives, Townships/Rural Enterprises and people with disabilities	<p>Reason for Variance</p> <p>Deliberate effort by the Department selects companies from CSD which are SMMEs, Cooperatives, Township/ Rural Enterprises and people with disabilities.</p>
Financial Management	Percentage compliance with the Procurement Plan	100%	25%	26.46%	+1.46%	Target was achieved. About 26.46% (R125 million/R467 million) compliance with the procurement plan was met.	<p>Reason for Variance</p> <p>The procurement of the R29 million order for the Biometrics system resulted in the target being overachieved by 1.46%.</p>

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Accounting Officer:

Date: 28/07/20

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Internal Control	Percentage of transactions subjected to determination tests on UJFW conducted	100%	100%	100%	0%	Target was achieved. 100% (30/30) transactions were subjected to the determination tests. Obtained the Alleged Irregular Expenditure register from Finance section for Q4 (2018/2019 FY) and conducted Determination tests, to establish if transactions were irregular.	None
Internal Control	Percentage of bid compliance audits conducted	100%	100%	100%	0%	Target was achieved. 100%(22) bid compliance audits were conducted. 2 tenders were submitted to Internal Control to conduct an SCM compliance audit, that is, on borehole bids for Hand Type and Production type boreholes. The report was issued to the CFO and HOD.	None
Internal Control	Percentage of transactions assessed to identify irregular expenditure	100%	100%	0%	-100%	Target was not achieved. No transactions were assessed to identify irregular expenditure.	Reason for Variance Capacity constraints and lockdown restrictions affected the assessment of transactions before payments were made. Corrective Action Review irregular expenditure checklist for each payment effected during the first quarter.
Strategic Planning and Service Delivery	Number of Annual Performance Plans developed	1	-	-	No target due in the 1 st quarter	No target due in the 1 st quarter but planned for the 4 th quarter.	None
Strategic Planning and Service Delivery	Number Annual Operational Plans aligned to Strategic Plans	1	-	-	No target due in the 1 st quarter	No target due in the 1 st quarter but planned for the 4 th quarter.	None
Strategic Planning and Service Delivery	Number of excellence programmes implemented	1	1	0	-1	Target was not achieved. The Excellence Programme was not implemented. Implementation of the programme was not possible due to lockdown. However, nominations for a Special HODs Awards as one of the categories for the programme was implemented. Batho Pele change engagement sessions were conducted via Ms Teams with Municipalities. A 2020 Service Delivery Charter was compiled and approved by MEC.	Reason for Variance The programme was not implemented due to the country being on lockdown. Corrective Action The guidelines on the Excellence Programme will be reviewed to align to Lockdown regulations.

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Strategic Planning and Service Delivery	Number of SDIPs monitored	1	1	1	0	Target was achieved. The SDIP was monitored. The 2020/21 SDIP implementation was monitored and an Annual 2019/20 SDIP report was compiled.	None
Monitoring	Number of Performance reviews conducted	4	1	1	0	Target was achieved. The Quarterly review was conducted. The 4th quarter Departmental Performance Report was produced based on the APP. The Consolidated Report on the Pronouncements was produced and the Consolidated Quarterly Report on Conditional Grants was produced.	None
Evaluation	Number of evaluation studies conducted on Departmental programmes	4	1	1	0	Target was achieved. An evaluation study was conducted on Departmental Programmes. The conducted was on The Key Departmental Lessons Learned during the level 5 lock down. The previous financial year's evaluation recommendations were consolidated for the monitoring of implementation by relevant Business Units.	None
Policy and Research	Number of Policies reviewed	8	2	2	0	Target was achieved. 2 policies were reviewed. These are the (1) Occupational Health & Safety Management Policy and (2) The Subsidized Vehicles Policy.	None
Policy and Research	Percentage of policies monitored	100%	100%	100%	0%	Target was achieved. 100% (3/3) policies were monitored. These policies included Expanded Public Works Programme, the ICT Performance Management and the Anti-fraud and Corruption policies.	None
Policy and Research	Number of research studies conducted	4	1	1	0	Target was achieved. The Research study was conducted and the report was compiled. The study was on the Fourth Industrial Revolution (4IR) and KZN COGTA readiness.	None

Date: 28/07/20

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Accounting Officer:

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Legal Services	Percentage compliance with legislation	100%	100%	100%	0%	Target was achieved. The Department achieved 100% (62/62) compliance with legislation required for the reporting period across all programmes.	None
Corporate Communication	Number of Communication Strategies Implemented	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter.	None
Corporate Communication	Number of Local Government Communication Plans implemented	1	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter.	None

PROGRAMME TWO: LOCAL GOVERNANCE

PROGRAMME PURPOSE

The Department was able to keep its commitment to providing effective support to local government institutions for strengthened governance, promote sound financial management, enhance public participation and improve capacity of municipalities to accelerate service delivery. The purpose of the programme is to coordinate, support, promote and enhance governance, administration and public participation in local government. The programme consists of the following sub-programmes/Business Units listed in the table below and an indication of their 1st quarter achievement on the APP targets:

PROGRAMME TWO 1ST QUARTER ACHIEVEMENT ON THE APP TARGETS					
Business Units	Indicators in APP (#)	Indicators with 1st Quarter Targets (#)	Targets Achieved (#)	Targets Not Achieved (#)	Achievement Percentage
Local Government Specialists	1	1	1	0	100%
Inter-Governmental Relations	2	2	2	0	100%
IDP Co-ordination	4	4	4	0	100%
Municipal Performance, Monitoring, Reporting and Evaluation	4	3	3	0	100%
Municipal Governance and Administration	3	1	1	0	100%
Municipal Forensics	2	2	2	0	100%
Synergistic Partnerships	1	1	1	0	100%
Municipal finance	6	1	0	1	0%
Capacity Building	4	1	1	0	100%
Public Participation	3	3	2	1	67%
Total	30	19	17	2	
Percentage					89%

Business Unit	Output Indicator	20/21 Annual Target	1st Quarter Target	1st Quarter Actual Output	1st Quarter Variance	1st Quarter Progress Summary	Reason for Variance and Corrective Action
Local Government Specialists	Percentage of distressed municipalities supported	100%	100%	100%	0%	Target was achieved. 100% (11/11) distressed municipalities were supported. The supported municipalities included (1) Mqofana LM, (2) Umsunduzi LM, (3) Richmond LM, (4) Uthukela DM, (5) Inkosi Langalibalele LM (6) Umzimyathi DM, (7) Abaqulusi LM, (8) Mtabatuba, (9) Ugu DM, (10) Newcastle LM and (11) Emadlangeni LM. Support is provided through the filling of senior management vacancies, improving audit opinions, improving the functionality of Internal audit & Audit Committees, ensuring municipal participation within respective District Development Models, monitoring 2020/21 IDP adoption and monitoring the finalisation of Municipal Post Lockdown Recovery plans.	None
Intergovernmental Relations	Number of Districts and Metro Development Hubs operational	11	11 established Districts and Metro Development Hubs	11 established Districts and Metro Development Hubs	0	Target was achieved. 11 Districts and Metro Development Hubs were established. The 11 Districts met on the following dates: (1) Ugu-22 May 2020, (2) Umgungundlovu-26 May 2020, (3) Uthukela-22 May 2020, (4) Umzimyathi-20 May 2020, (5) Amajuba-22 May 2020, (6) Zululand-29 May 2020, (7) Umkhanyakude-22 May 2020, (8) King Cetshwayo-05 June 2020, (9) Ilembe-26 May 2020, (10) Harry Gwala-28 May 2020, (11) eThekweni-05 June 2020.	None
Intergovernmental Relations	Number of Technical Clusters supported	44	44	44	0	44 Technical clusters were supported. 44 Technical Clusters have been established, in which all 11 districts and Metro have 4 clusters which report to their respective technical hubs. Clusters established include Social, Economic Sectors & Infrastructure Development Cluster (ESID), Governance, State Capacity & Institutional Development Cluster (SSCID) and the Justice, Crime Prevention & Security Cluster (JCPS). Assessments were also conducted on their functionality.	None
Integrated Development Planning	Number of municipal IDPs aligned to One Plans (District Development Plans)	54	54	54	0	Target was achieved. 54 municipal IDPs aligned to One Plans (District Development Plans). 54 Draft 2020/2021 IDPs were assessed on alignment with DDM Profiles. The 54 Adopted IDPs are aligned to Sector Departmental APPs in terms of strategic programmes and objectives to promote sectoral alignment and coordination in line with DDM objectives	None
Integrated Development Planning	Number of municipalities with ward based plans aligned to IDPs	44	44	44	0	Target was achieved. 44 municipalities have ward based plans aligned to IDPs. The 44 draft Ward Based Plans were assessed in line with Ward Based Plan guidelines.	None

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Accounting Officer:

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Integrated Development Planning	Number of Traditional Authorities supported to participate in IDP process	11	2	2	0	Target was achieved. 2 Traditional Authorities were supported to participate in the IDP process. 2 Workshops convened with the Amajuba Local House and Newcastle Local Municipality and with the Uthukela Local House and Alfred Duma Local Municipality on the 18 th and 19 th of June 2020 respectively.	None
Integrated Development Planning	Number of municipalities supported with the development of IDPs	54	54	54	0	Target was achieved. 54 municipalities were supported with the development of IDPs. 54 Draft 2020/21 IDPs assessed and populated assessments circulated to Municipalities for incorporation into their final IDPs. Virtual IDP Assessment Feedback session were convened on the 28 th of May 2020 due to lockdown restrictions on travelling. 11 Launch Sessions of the District Technical Hubs enhanced the infusion of IDP findings into the compilation of the District Profiles to ensure One Plan One Budget.	None
Municipal Performance, Monitoring, Reporting and Evaluation	Number of municipalities supported to institutionalise performance management systems	54	54	54	0	Target was achieved. 54 municipalities were supported to institutionalise performance management systems. These municipalities supported with legislative requirements through PMS assessment tool and through KZN Local Government M&E Forum meeting held on the 7 th May 2020. All Municipalities with AG findings were supported in line with the AG Action Plan. About 19 Municipalities were supported with the development and approval of PMS Frameworks in line with AG findings. Individual response measures were instituted in selected municipalities as identified through assessments and all other observations.	None
Municipal Performance, Monitoring, Reporting and Evaluation	Number of section 47 reports compiled as prescribed by the MSA	1	1	1	0	Target was achieved. The section 47 report has been compiled as prescribed by the MSA.	None
Municipal Performance, Monitoring, Reporting and Evaluation	Number of evaluation studies conducted	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter.	None

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Accounting Officer:

Date: 28/07/20

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Municipal Performance, Monitoring, Reporting and Evaluation	Number of assessments conducted on municipal performance	4	1	1	0	Target was achieved. An assessment was conducted on municipal performance. 54 municipalities were assessed. The Reporting CMET template was submitted to all 54 Municipalities to be populated and returned to COGTA for assessment and verification. 54 completed templates have been received and have been assessed.	None
Municipal Governance and Administration	Number of municipalities supported to comply with the legal requirements for appointment of senior managers	54	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter.	None
Municipal Governance and Administration	Number of Municipalities supported to maintain functional oversight structures	54	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. In line with the target for this quarter, 13 municipalities were monitored for the functionality of oversight structures, which included the following municipalities: (1) uMngeni, (2) Nquthu, (3) uMkhanyakude, (4) uMgungundlovu, (5) Dannhauser, (6) eDumbe, (7) Newcastle, (8) uMzinyathi, (9) Alfred Duma, (10) Ugu, (11) uMlalazi, (12) Okhahlamba, and (13) uMsunduzi. The structures of oversight were found to be functional in all 13 municipalities except for uMngeni which appeared to have some challenges despite a certain level of functionality.	None
Municipal Governance and Administration	Percentage of municipalities under intervention monitored in line with recovery plan	100%	100%	100%	0%	Target was achieved. 100% (8/8) of municipalities under intervention were monitored in line with the recovery plan. Municipalities monitored include (1) Richmond, (2) Mubatuba, (3) Inkosi Langalibalele, (4) Mporfana, (5) Msunduzi, (6) uMzinyathi, (7) Uthukela and (8) Abaqulusi. 8 turnaround plans were monitored through convened meetings and the report was produced.	None
Municipal Forensics	Percentage of fraud, corruption and maladministration cases investigated	100%	100%	100%	0%	Target was achieved. 100%(36/36) of fraud, corruption and maladministration cases were investigated.	None
Municipal Forensics	Percentage of forensic investigation findings implemented	100%	100%	100%	0%	Target was achieved. 100% (530/530) of forensic investigation findings were implemented. A database of recommendations emanating from sec 106 forensic reports was developed. The database is updated on a monthly basis with information received from Municipalities regarding.	None

Date: 28/07/20

Accounting Officer:

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Synergistic Partnerships	Number of municipalities with the participation of traditional leaders	52	52	52	0	Target was achieved. 52 municipalities have the participation of traditional leaders as per the Provincial Notice Number 45 of 2019 as amended by Provincial Notice Number 20 of 2020. This Notice has been monitored to identify vacancies and refer them to District Offices for facilitation of recommendations for MEC consideration from Houses of Traditional Leaders.	None
Municipal Finance	Percentage reduction in UJFW	10%	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. 54 UJFW registers were analysed and a report on UJFW was prepared. UJFW trainings were not undertaken in the quarter due to lockdown restrictions. UJFW trainings will be undertaken via Teams Microsoft or Zoom with assistance from Municipal IT.	None
Municipal Finance	Number of municipalities supported to achieve unqualified audit outcomes	54	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. Progress on audit action plans were reviewed. The functionality of Internal Audit and Audit Committees were assessed. The 2020/21 Internal audit plans received from municipalities were analysed.	None
Municipal Finance	Percentage reduction of Eskom Debt owed by municipalities	10%	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. 6 of the municipalities owing Eskom have payment plans. Newcastle is under review. Municipalities included (1) Ulundi, (2) Mpcofana, (3) Newcastle, (4) Abaqulusi, (5) Inkosi langalibalele and (6) Mthonjaneni.	None
Municipal Finance	Percentage reduction in consumer debt	10%	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. Assessment conducted on revenue and debt management during the financial assessments.	None
Municipal Finance	Number of municipalities supported to reduce government debt	54	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. Debt owed by government to municipalities as at 31 May 2020 was R1.77 billion. Detail report was prepared.	None

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Municipal Finance	Number of Reports submitted on state of municipal finance in terms of section 131 of the MFMA	1	1	0	-1	Target was not achieved. The report was not submitted on the state of municipal finance in terms of section 131 of the MFMA. The draft s131 report prepared.	Reason for Variance Due to the Lockdown the oversight reports and finalisation of the report has been delayed. Corrective Action Draft report will be reviewed and submitted to MEC for approval by July 2020.
Capacity Building	Number of Integrated capacity building strategy for local government implemented	1	1	1	0	Target was achieved. The integrated capacity building strategy for local government was implemented in line with the Provincial Capacity Building Strategy. Stakeholders implemented their planned capacity building programmes. The following stakeholders indicated progress on their planned initiatives for quarter 1: Capacity Building, MPMRE, Municipal Governance, Municipal Finance, Synergistic Partnerships, IDP Coordination, Public Participation, Land Use Management, Department of EDTEA, Department of Community Safety and Liaison, Provincial Treasury and Department of Education.	None
Capacity Building	Number of municipalities capacitated on the Local Government Toolkit	54	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. A Virtual session was conducted for Municipal Skills Development Facilitators on the Capacity Building Local Government Toolkit on the 18 th of June 2020.	None
Capacity Building	Number of Districts assessed on capacity to implement the District Development Model	10	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. The DDM capacity assessment concept/project was developed and presented at the Nerve Centre. A Capacity assessment questionnaire was developed for utilisation. A Task Team was established and an implementation plan was developed on this project.	None



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Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Capacity Building	Number of skills audit conducted in municipalities	1	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. Approval was granted to appoint a service provider to roll out the project to 9 municipalities. However, the budget was re-prioritised and funding for this project was removed. An amended implementation plan was developed for the project to undertaken internally. The project has commenced based on the new directive to implement the skills audit in the remaining 45 municipalities.	None
Public Participation	Number of municipalities supported with functional ward committees	44	44	44	0	Target was achieved. 44 municipalities were supported with functional ward committees. Due to Lockdown restrictions, physical assessments on ward committee could not be conducted. However, these verifications were conducted through municipalities sending through evidence of functionality.	None
Public Participation	Number of War Rooms with CDWs functional	320	80	104	24	Target was achieved. 104 War Rooms with CDWs were functional. Assessments were conducted on 104 Identified War-rooms with CDWs. Functionality Assessments were conducted in the 10 Districts and included, Ugu (10 war rooms), uMgungundlovu (10 war rooms), Uthukela (10 war rooms), Umzinyathi (10 war rooms), Amajuba (5 war rooms), Zululand (10 war rooms), Umkhanyakude (10 war rooms), King Cetshwayo (10 war rooms), Ilembe (10 war rooms), and Harry Gwala (10 war rooms).	Reason for Variance COVID 19 interventions were rendered through CDWs using their respective war rooms as platforms.
Public Participation	Number of municipal Rapid Response Teams functional	44	44	18	-26	Target was not achieved. 18 Municipalities were supported and monitored through IGR structures using virtual platforms. 26 Municipal Rapid Response Teams are non-functional. Remedial action to improve functionality will be implemented in the next quarter.	Reason for Variance The restrictions on gathering as per Covid-19 regulations made it difficult to arrange meetings and to assess functionality. Corrective Action A full meeting with all local municipalities is planned for the next quarter depending on easing of COVID 19 regulations on gatherings and meetings.

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Accounting Officer:

Date: 28/07/20

PROGRAMME THREE: DEVELOPMENT AND PLANNING

PROGRAMME PURPOSE

Accelerated sustainable development can be achieved through effective integrated planning, local economic development and implementation of schemes and provision of basic services. The purpose of this programme is to promote informed integrated planning and development in the province. The programme consists of the following sub-programmes/Business Units listed in the table below and an indication of their 1st quarter achievement on the APP targets:

PROGRAMME THREE 1ST QUARTER ACHIEVEMENT ON THE APP TARGETS					
Business Units	Indicators in APP (#)	Indicators with 1st Quarter Targets (#)	Targets Achieved (#)	Targets Not Achieved (#)	Achievement Percentage
LED Special Initiatives	5	1	1	0	100%
LED Community Works Programme	1	0	0	0	0%
LED Expanded Public Works Programme	3	0	0	0	0%
LED Community Services Centres	6	2	2	0	100%
Spatial Planning	5	0	0	0	0%
Development Information Services	3	2	2	0	100%
Land Use Management	4	2	2	0	100%
Survey Services	1	1	1	0	100%
Municipal Infrastructure	17	8	8	0	100%
Disaster Management	5	2	2	0	100%
Total	50	18	18	0	100%
Percentage					

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Local Economic Development-Special Initiatives	Number of District Development Agencies supported to achieve 80% functionality	10	10	10	0	Target was achieved. 10 Districts were supported to achieve 80% functionality. All 10 DDA's have been assessed for functionality and support plans were developed. 5 RASET PSC meetings were convened. 10 DDA Functionality reports were developed.	None
Local Economic Development-Special Initiatives	Number of municipal LED Strategies monitored for implementation	54	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 2 nd quarter. 54 draft Municipal IDPs/LEDs strategies have been assessed for alignment to the National LED Framework. 54 Municipal LED Strategy Action Plans were developed	None
Local Economic Development-Special Initiatives	Number of municipalities monitored on the implementation of the Red Tape Reduction Framework	54	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 2 nd quarter. 54 Municipalities were assessed on Red Tape Reduction. 54 Municipal action/ support plans developed towards implementation of the Red Tape Reduction Framework	None
Local Economic Development-Special Initiatives	Number of small towns rehabilitated	4	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. 4 Small Town Rehabilitation grant transfers were approved Mubatuba R14m, Greater Kokstad R10m, Edumbe Phase 1 & Phase 2 (R19,5m) 4 Municipalities were monitored on the implementation of Small Town Rehabilitation initiatives using, meetings that were held, Presentations received from the respective municipalities and consolidated monthly grant status reports	None
Local Economic Development-Special Initiatives	Number of municipalities supported to Institutionalise the Township/Village economy strategy	54	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 2 nd quarter. 54 Municipal status quo assessments were conducted on promotion of Township / Village Economies .54 Municipal action plans were developed Municipal action plans.	None
Local Economic Development-Community Works Programmes	Number of CWP work opportunities monitored	40500	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. The CWP activities were suspended however it was planned to resume on the 15 th of July 2020. This impacted some activity indicators such as technical monitoring and reporting forum and local reference committees.	None

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Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Local Economic Development- Expanded Public Works Programme	Number of EPWP work opportunities created	1500	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. Expanded Public Works Programme activities were suspended due to Covid-19 and the contract with IDT is also on-hold.	None
Local Economic Development- Expanded Public Works Programme	Percentage of Yellow Plant fleet monitored on utilisation	100%	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. The meeting with Municipalities was with Auxiliary Services representing Municipalities and progress reports were supplied. An assessment report is in place. Physical visits were halted by Covid-19. A template was developed for Municipalities to provide progress on utilisation of Yellow Plants.	None
Local Economic Development- Expanded Public Works Programme	Number of Municipalities supported with Waste Management	44	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. All reports are in place. Provincial Waste Management Plan was presented at Social Cluster as well as CWP PSC meeting where implementing Agents represented and presented performance of each Municipality. Progress reports are in place.	None
Local Economic Development- Community Services Centres	Number of Identified CSCs Rehabilitated/ maintained	39	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 3 rd quarter. 10 out of 39 contractors were appointed and 6 site handovers were concluded. COGTA SCM have advised that some aspects of the IDT procurement process were not compliant and could lead to audit findings. IDT to redo procurement process.	None
Local Economic Development- Community Services Centres	Number of CSCs constructed	2	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. Two Contractors were appointed and site handovers finalised for Matimotolo and Mvozane CSC Projects.	None
Local Economic Development- Community Services Centres	Number of Imizil Yezizwe rehabilitated	25	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. IDT bid process was finalised for 25 projects. No contractors appointed yet. COGTA SCM have advised that some aspects of the IDT procurement process were not compliant and could lead to audit findings. IDT to redo procurement process.	None

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Accounting Officer:

Business Unit	Output Indicator	2021 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Local Economic Development-Community Services Centres	Number of municipalities supported with Grade 1 CSCs Functionality	22	22	22	0	Target was achieved. 22 municipalities were supported with Grade 1 CSCs Functionality. 22 CSC municipal Functionality assessments conducted and support plans prepared.	None
Local Economic Development-Community Services Centres	Number of Traditional Councils supported with Grade 2 CSCs Functionality	30	30	30	0	Target was achieved. 30 Traditional Councils were supported with Grade 2 CSCs Functionality. 30 CSC Functionality Assessments conducted, service delivery schedules developed in support of TC's	None
Local Economic Development-Community Services Centres	Number of CSCs digitized	2	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. Moses Kotane Institute was identified as a Strategic Partner and was formally engaged and the Department will be partnering with them in rolling out the digitisation of CSCs	None
Spatial Planning	Number of reviewed Provincial SDFs adopted	1	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. The Report on the Policy Context and Vision Directives has been finalised. The analysis on the Provincial Spatial Challenges and Opportunities was not finalised due to COVID-19 impact on finalisation of public engagements that are required to undertake the analysis of Provincial Spatial Challenges and Opportunities as part of finalisation of Draft Spatial Vision.	None
Spatial Planning	Number of municipal SDFs compliant with SPLUMA development principle provisions	54	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. 54 municipalities were supported on SDF compliance based on 2019/20 assessments	None
Spatial Planning	Number of Schemes for historical spatially segregated towns reviewed	5	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. The Terms of Reference were drafted and submitted for approval. Budget review has led to no confirmed funding availability. As a result no consultation were undertaken.	None
Spatial Planning	Number of Land Use Schemes compliant with SPLUMA development principle provisions	29	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. A Municipal assessment was conducted on 26 local municipalities which had yet to adopt a Single Land Use Scheme. The year 2020/21 opened with these 26 municipalities requiring support.	None

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Accounting Officer:

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Spatial Planning	Number of District and Metro Joined-Up Plans developed	11	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. DDM Technical Hubs, inclusive of Local, Provincial and National Government were launched in 10 Districts plus the 1 Metro, wherein District Profiles were presented and discussed. The Terms of reference for all have been finalised and catalytic projects are in the process of finalisation.	None
Development Information Services	Number of functional Integrated Land Information Systems implemented	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. The Integrated Land Information System Conceptual design has been compiled. An Implementation Plan devised detailing development activities to be carried out in the year.	None
Development Information Services	Number of functional Spatial Equity Monitoring and Planning Tool maintained	1	1	1	0	Target was achieved. The functional Spatial Equity Monitoring and Planning Tool was maintained. The Technical functionality assessment was conducted on the existing Spatial Equity Monitoring and Planning Tool and System Maintenance Checklist compiled. The System Maintenance Checklist implemented. 10 District municipalities were supported with access to spatial information contained in the Spatial Equity Monitoring and Planning Tool.	None
Development Information Services	Number of Institutional GIS capacity strengthening programmes implemented	4	1	1	0	Target was achieved. The institutional GIS capacity strengthening programme was implemented. A User requirement survey was conducted via email detailing activities to be offered by COGTA GIS as part of capacity building. An Annual Capacity Strengthening programme was devised detailing COGTA GIS support program planned for the year. The Quarterly Capacity Strengthening program was implemented and 18 GIS related Acts were emailed to 43 municipal GIS Practitioners.	None
Land Use Management	Number of awareness programmes on the importance and impact of land use management and planning conducted	4	1	1	0	Target was achieved. An awareness programme on the importance and impact of land use management and planning conducted. A SPLUMA Email Forum was hosted (Key issue was on the impact of COVID-19 on Spatial Planning) on the 26 th of June 2020.	None

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Date: 28/07/20

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Land Use Management	Number of Municipalities supported towards establishing functional Municipal Enforcement Units	30	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 2 nd quarter. 30 Municipalities were assessed on the functionality of their enforcement units. A baseline assessment schedule was developed and municipalities engaged via e-platforms for assessment. A Status Quo report was drafted, identifying capacity strengthening interventions which will then be planned accordingly.	None
Land Use Management	Number of Municipalities monitored in terms of development applications	44	44	44	0	Target was achieved. 44 Municipalities were monitored in terms of development applications. 44 Monitoring Templates were reviewed and Interim Template was produced to identify issues relating to processing applications. Municipalities were engaged on baseline assessment, using e-platforms. A Quarterly Report was prepared on compliance with Development Applications.	None
Land Use Management	Number of Provincial Norms and Standards developed	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. A Concept Documents was developed on a Provincial Norm and Standard.	None
Survey Services	Percentage of TCs supported with boundary applications	100%	100%	100%	0%	Target was achieved. No engagement sessions held as no requests were received. No surveys conducted as no requests were received.	None
Municipal Infrastructure	Number of Infrastructure coordinating structures achieving 80% functionality	3	3	3	0	Target was achieved. 3 of Infrastructure coordinating structures achieving 80% functionality. COGTA did have one on one and virtual meetings with the MIG, Water and Energy Interested and affected parties.	None
Municipal Infrastructure	Number of Provincial Water Master Plans developed	1	1	1	0	Target was achieved. The Provincial Water Master Plan was developed and presented to the Premier.	None

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Accounting Officer:

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Municipal Infrastructure	Number of WSAs monitored on the implementation of Operation and Maintenance	14	14	14	0	Target was achieved. 14 Water Service Authorities (WSA) were monitored on the implementation of Operation and Maintenance. Support was provided to all 14 WSA to complete the parliamentary questionnaire on the number of O & M plans at municipalities.	None
Municipal Infrastructure	Number of municipalities supported with increasing yard water connections	13	13	13	0	Target was achieved. 13 municipalities were supported with increasing yard water connections. Water Projects were appraised to increase yard connections during May and June. The Municipal Business Plan Appraisal Committee (MBPAC) approved projects for Ugu, Umzinyathi, Newcastle, Zululand, Umkhanyakude, Ilembe, King Cetshwayo and Harry Gwela. The Municipal Infrastructure Support Agency (MISA) is assisting with project implementation.	None
Municipal Infrastructure	Percentage of sanitation projects monitored of implementation	100%	100%	100%	0%	Target was achieved. 100% (46/46) sanitation projects were monitored for implementation. Sanitation backlogs were requested and project planning support was provided to all municipalities to improve sanitation services in the first quarter. Project appraisals were done for Newcastle, Abaqulusi, Ilembe, King Cetshwayo District and Alfred Duma municipalities.	None
Municipal Infrastructure	Number of licensed electricity distributors (LEDs) assessed on state of electricity infrastructure	24	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for 2 nd quarter. The service provider completed assessment of Electricity Infrastructure in all LED's (with findings and recommendations, summary table available) - Final report yet to be presented and signed off. COGTA MIU still to discuss the findings/recommendations with respective LED's and reach an agreed upon way-forward.	None
Municipal Infrastructure	Number of Households electrified through grid connection	450	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. 5 projects are in the Planning/Design Phase: Abaqulusi Ward 1,2,3,4 and Jozini Ward 4 Electrification Projects. For Abaqulusi Ward 2,3,4 and Jozini Ward 4, all Eskom MoUs are in place to enable Eskom Stakeholder and DRT Meetings (Design Approval Forums) to be scheduled. For Abaqulusi Ward 1, DRT was convened (26th May 2020) and the Design was accepted by Eskom (final design package sign-off pending submission by consultant).	None

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Accounting Officer:

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Municipal Infrastructure	Percentage of gauging stations monitored for refurbishment	100%	100%	100%	0%	Target was achieved. 100% (227/227) gauging stations were monitored for refurbishment. 227 Gauging stations were monitored in which the following status as noted as of the end of June 2020: •175 sites were active sites •2 sites were new with no Hydrological data •48 sites were temporarily closed •1 new site	None
Municipal Infrastructure	Percentage of water use licence applications monitored for approval	100%	100%	100%	0%	Target was achieved. No water use licence applications monitored for approval as none were received in the reporting period. A request to DWS to establish the number of WULA received, so that the approvals can be monitored. DWS confirmed that no applications were received. Ilembe and Mandeni IDF meeting where WULA applications were raised. COGTA support on obtaining finality on this approval.	None
Municipal Infrastructure	Number of electricity asset management frameworks developed	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. Impofu Engineers has completed O&M assessments (findings and recommendation) for all LED's on behalf of COGTA. A Draft LED Generic Methodology/Framework has been crafted. Final presentation and project close-out pending.	None
Municipal Infrastructure	Number of WSAs assessed on the state of water infrastructure	14	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 2 nd quarter.	None
Municipal Infrastructure	Number of regional bulk infrastructure projects Monitored for implementation	10	10	10	0	10 Regional Bulk infrastructure projects were monitored for implementation. Projects monitored include (1) Greater Kokstad Bulk Water Supply (2) Nongoma Bulk Water Supply (3) Greytown Bulk Water Supply (4) Middledrift Bulk Water Supply (5) Ngcebo Bulk Water Supply (6) Maphumulo Bulk Water Supply (7) Greater Mthonzjaneni Bulk Water Supply (8) Mandlakazi Bulk Water Supply (9) Greater Butwer Bulk Water Supply and (10) the Driefontein Bulk Water Supply.	None
Municipal Infrastructure	Number of alternative water resource supply programmes implemented in municipalities	3	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter.	None

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Accounting Officer:

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Municipal Infrastructure	Number of Municipal Water Conservatory/ Water Demand Management strategies Implemented	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter.	None
Municipal Infrastructure	Number of Districts supported to improve spending on National Grants	10	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. MIG expenditure was monitored and reported. Nine District Municipalities have reauthorized MIG funding to special projects for COVID-19 rapid implementation of water services. 51 implementation plans were assessed and analysed for 2020 MIG funding. The Payment Schedule for KZN was prepared and submitted to National Treasury for approval. Unregistered projects are being fast tracked for MBPAC appraisals and MIS registration. 118 projects were appraised during the 1st quarter. Outstanding proof of payments are being followed up on. Extended reporting periods granted. Working towards year end closure.	None
Municipal Infrastructure	Number of Districts supported with development of District Wide Infrastructure Plans	10	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter.	None
Municipal Infrastructure	Number of Energy Supply Management Strategy Developed	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. Draft Energy Supply Management Framework was developed. The Framework is being implemented at eNdameni local municipality. Target was achieved. 11 municipalities were supported to maintain functional Disaster Management Centres. 11 Municipal Disaster Management Advisory Forum (MDMAF) meetings were supported. Report on technical support provided was prepared. The Summer Contingency Plan was developed. The Assessment Report on the alignment of Disaster Management Sector Plan with draft IDPs was compiled. The Winter Season awareness campaign was conducted. 11 Municipalities were monitored on the implementation of Disaster Risk Management Legislation.	None
Disaster Management	Number of municipalities supported to maintain functional Disaster Management Centres	11	11	11	0		None

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Disaster Management	Number of Integrated Communication systems installed	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. Consultative meetings were coordinated and held on the 07th of May and 06th of June 2020, respectively. Technical specifications were reviewed in consultation with PSC members. The submission for the appointment of the service provider was developed. The Terms of Reference for the appointment of the service provider has been developed in consultation with PSC members.	None
Disaster Management	Number Provincial Disaster Management Advisory Forums held	4	1	1	0	Target was achieved. The Provincial Disaster Management Advisory Forum was held. The Advisory Forum was held on the 09th of June 2020.	None
Disaster Management	Number of municipalities supported on Fire Brigade Services	11	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 2 nd quarter. The Provincial Fire Service Coordination Committee was held on the 24th of June 2020.	None
Disaster Management	Number of Districts and Metro supported with the development of Disaster Management Policies	11	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 2 nd quarter. The Policy guidelines were developed. The Policy guidelines were workshopped on the 09th of June 2020 during the PDMAF meeting.	None

Date: 28/07/20

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Accounting Officer:

PROGRAMME FOUR: TRADITIONAL AFFAIRS

Programme Purpose:

Good governance is critical for the Institutions of Traditional Leadership to provide effective support to the communities. The purpose of this programme is to support and enhance the capacity of traditional councils. The programme consists of the following sub-programmes/Business Units listed in the table below and an indication of their 1st quarter achievement on the APP targets:

PROGRAMME FOUR 1ST QUARTER ACHIEVEMENT ON THE APP TARGETS					
Business Units	Indicators in APP (#)	Indicators with 1st Quarter Targets (#)	Targets Achieved (#)	Targets Not Achieved (#)	Achievement Percentage
Traditional Institutional Support	11	7	5	2	71%
Total	11	7	5	2	71%
Percentage					

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Date: 28/07/20

Business Unit	Output Indicator	20/21 Annual Target	1st Quarter Target	1st Quarter Actual Output	1st Quarter Variance	1st Quarter Progress Summary	Reason for Variance and Corrective Action
Traditional Institutional Support	Number of regulations/guidelines/policies developed	16	4	1	-3	Target was not achieved. 1 out of 4 regulation/guideline/policy was developed. The policy on cultural activities was developed and submitted to EXCO for approval but it was deferred to next EXCO and referred to legal services.	<p>Reason for Variance</p> <p>There were no consultation and engagements with relevant stakeholders due to Covid-19 regulations. Most officials had no tools of trade.</p> <p>Corrective Action</p> <p>A catch up plan for the achievement of the annual target has been developed and incorporated into the Post lock down recovery plan.</p>
Traditional Institutional Support	Number of performance management system developed	1	-	-	No target due in the 1st quarter	No target set for the 1st quarter but planned for the 3rd quarter.	None
Traditional Institutional Support	Percentages of succession claims/disputes resolved	100%	100%	17%	-83%	Target was not achieved. 17% (1/6) of succession claims/disputes were resolved. The Department received six matters which are all land related matters and managed to finalise one matter due to nation lockdown regulations which prohibited meetings and travelling, therefore the mediation process was not concluded. However, fact findings with the Complainants and respondents were conducted telephonically.	<p>Reason for Variance</p> <p>The meetings to resolve disputes never took place due to Nation Lockdown Regulations; the process of mediation was not concluded.</p> <p>Corrective Action</p> <p>As soon as our stakeholders, Amaikhosi and Traditional council assume their operation, meetings will be arranged urgently.</p>

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Date: 28/07/20

Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Traditional Institutional Support	Number of Provincial Houses monitored for functionality	1	1	1	0	Target was achieved. The Provincial House was monitored for functionality. The Operational Plan for the Provincial House of Traditional leaders was developed. Weekly sector engagements known as Social Protection Political Cluster meetings were facilitated between May and June 2020. The PHTL committee sat on the 27 th of May 2020. 100% (9/9) resolutions PHTL were implemented.	None
Traditional Institutional Support	Number of Local Houses monitored for functionality	11	11	11	0	Target was achieved. 11 Local Houses were monitored for functionality. All 11 Local Houses have developed Operational Plans. All 11 Local Houses facilitated Sector Engagements. 30 sector engagements were facilitated and stakeholders included The Departments of Health, SASSA, Trade & Investment, Correctional Services, Agriculture & Rural Development, Education and Human Settlements. 11 Committees sat and 61 resolutions were implemented.	None
Traditional Institutional Support	Number of databases of coordinated government support maintained	1	-	-	No target due in the 1 st quarter	No target set for the 1 st quarter but planned for the 4 th quarter. A letter signed by HOD to all departments requesting database of all projects implemented in the areas of jurisdiction has been cascaded to other departments.	None
Traditional Institutional Support	Number of Izinduna Databases maintained	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. Monthly templates/verification forms are signed by Izinduna and confirmed by the respective Amakhosi on monthly basis. March templates were utilised for compliance purposes and removal due to death and resignations were processed accordingly. Izinduna database is updated monthly as per the death, resignations processed, legal removals and replacements processed.	None

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Business Unit	Output Indicator	20/21 Annual Target	1 st Quarter Target	1 st Quarter Actual Output	1 st Quarter Variance	1 st Quarter Progress Summary	Reason for Variance and Corrective Action
Traditional Institutional Support	Percentages recognitions Amakhosi concluded within 18 months of becoming vacant	100%	100%	100%	0%	Target was achieved. 100% (5/5) Amakhosi recognitions were concluded within 18 months of becoming vacant. 5 Amakhosi/Amababukhosi were recognised this quarter and included Zondi/Amanteshe, Zama/Qoloqolo, Qintselani Manyuswa, Jabulani Beshwayo and Mhlana.	None
Traditional Institutional Support	Percentage of recognised Amakhosi with updated family trees	100%	100%	100%	0%	Target was achieved. 100% (5/5) of recognised Amakhosi had their family trees updated. 5 imindeni yamakhosi had their family trees updated i.e. Zondi/Amanteshe, Zama/Qoloqolo, Qintselani Manyuswa, Jabulani Beshwayo and Mhlana.	None
Traditional Institutional Support	Percentage of Amakhosi supported to participate in municipal councils	100%	100%	100%	0%	Target was achieved. 100% (221/221) Amakhosi supported to participate in municipal councils. All 11 Districts provided administrative support to Amakhosi and monitor their participation of in municipal council meetings as per section 81 meetings.	None
Traditional Institutional Support	Number of Traditional Affairs turn around strategies implemented	1	-	-	No target due in the 1 st quarter	No target was set for the 1 st quarter but planned for the 4 th quarter. All 11 Districts have consolidated Traditional Council support plans.	None

Date: 28/07/20



Accounting Officer:



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**Department:
Cooperative Governance and Traditional Affairs
PROVINCE OF KWAZULU-NATAL**

3. ANNEXURE A: UNACHIEVED TARGETS

Accounting Officer: _____



Date: 28/07/20

PROGRAMME ONE UNACHIEVED TARGETS

Business Unit	Performance Indicator	20/21 Annual Target	1st Quarter Target	1st Quarter Actual Output	1st Quarter Variance	Reason for Variance	Corrective Action
Office of the HOD	Percentage of suppliers paid within the thirty day period	100%	100%	97%	-3%	<p>25 invoices were not paid within 30 days due to the following reasons:</p> <ul style="list-style-type: none"> • 23 invoices for March 2020 were paid in April 2020 when the new budget was available after running out of 2019/20 funds. • The Payment of two invoices for May and June 2020 was delayed because the Department had to shut down the Finance and SCM sections due to positive COVID 19 cases, all staff had to be tested and results were only available after 2 weeks after which negative staff resumed work. 	The Staff Rotation Plan will mitigate the risk of having all staff to be in self isolation at the same time.
Information Communication Technology	Percentage of compliance with ICT governance framework	100%	100%	75%	-25%	<ul style="list-style-type: none"> • The Desktop Disaster Recovery Plan (DRP) tests could not be conducted as currently there was a technology change over servers. • Adapting to the new ways of working during the pandemic was not as fast as expected 	<ul style="list-style-type: none"> • The backup software plan will finalised after servers' technology change, then conduct a DRP test • The catch-up SLA meeting is scheduled for the 16th of July 2020
Internal Control	Percentage of transactions assessed to identify irregular expenditure	100%	100%	0%	-100%	Capacity constraints and lockdown restrictions affected the assessment of transactions before payments were made.	Review irregular expenditure checklist for each payment effected during the first quarter.
Strategic Planning and Service Delivery	Number of excellence programmes implemented	1	1	0	-1	Due to the nature of the Programme it was not possible for implementation, however nominations for a Special HODs Awards as a category of the main programme was implemented	Review guidelines on Excellence Programme to align to lockdown regulations.

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Accounting Officer: _____

Date: 28/07/20

PROGRAMME TWO UNACHIEVED TARGETS

Business Unit	Performance Indicator	19/20 Annual Target	4 th Quarter Target	4 th Quarter Actual Output	4 th Quarter Variance	Reason for Variance	Corrective Action
Municipal Finance	Number of Reports submitted on state of municipal finance in terms of section 131 of the MFMA	1	1	0	-1	Due to COVID-19 and Lockdown the oversight reports and finalisation of the report has been delayed.	Draft report will be reviewed and submitted to MEC for approval.
Public Participation	Number of municipal Rapid Response Teams functional	44	44	18	-26	The restrictions on gathering as per Covid-19 regulations made it difficult to arrange meetings and to assess functionality.	A full meeting with all LMs is planned for the next quarter depending on easing of COVID 19 regulations on gatherings and meetings.

PROGRAMME FOUR UNACHIEVED TARGETS

Business Unit	Performance Indicator	19/20 Annual Target	4 th Quarter Target	4 th Quarter Actual Output	4 th Quarter Variance	Reason for Variance	Corrective Action
Traditional Institutional Support	Number of regulations/guidelines/policies developed	16	4	1	-3	There were no consultations and engagements with relevant stakeholders due to Covid-19 regulations. Most officials had no tools of trade.	A catch up plan for the achievement of the annual target has been developed and incorporated into the Post lock down recovery plan
Traditional Institutional Support	Percentages of succession claims/disputes resolved	100%	100%	17%	-83%	The meetings to resolve disputes never took place due to Nation Lockdown Regulations; the process of mediation was not concluded.	Meetings will be arranged urgently with our stakeholders (AmaKhosi and Traditional councils) as soon as they assume their operation.