



**2017/2018**

## **3<sup>RD</sup> QUARTER**

### **SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN**

**Vision:** "A developmental people driven organisation that serves its people"

**Mission:** To provide essential and sustainable services in an efficient and effective manner.

## **BACKGROUND**

The enactment of the Municipal Finance Management Act Number 56 (2003) introduced additional requirements for the municipal budgeting, planning and performance monitoring into the local sphere of government's legislative framework. Chief amongst the management reforms introduced by the MFMA is the requirement that municipalities must develop "SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN", which must be submitted to the Mayor by the Municipal Manager within 14 days after the adoption of the budget by the Municipal Council and should be approved by the Mayor within 28 days after approval of IDP/Budget.

## **PURPOSE**

To present Draft 2017/18 Service Delivery and Budget Implementation Plan of the Municipality drafted in compliance with the requirements of the MFMA. Performance targets set in this document lay basis for the performance contracts of all Senior Managers and Staff. It enables the Municipal Manager to monitor the performance of Senior Managers, Mayor to monitor performance of Municipal Manager and the Community to monitor the performance of the municipality.

## **LEGISLATIVE REQUIREMENT FOR DEVELOPMENT OF SDBIP'S**

- Municipal Finance Management Act 56 of 2003

In terms of section 1 of the Municipal Finance Management Act, the SDBIP is defined as a detailed plan approved by the Mayor of a Municipality in terms of section 53 (1) (c) (ii) for implementing the municipality's delivery of municipal services and its annual budget and which must indicate-

- (a) Projections for each month of –
  - (i) Revenue to be collected by source, and
  - (ii) Operational and capital expenditure by vote
- (b) Service delivery targets and performance indicators for each quarter; and
- (c) Any other matters that may be prescribed

The Act further states that "the Mayor of a Municipality must take all reasonable steps to ensure that the municipality's Service Delivery and Budget Implementation Plan is approved by the Mayor within 28 days after the approval of the budget".

In terms of Municipal Budgeting and Reporting Regulations the draft SDBIP should be submitted together with the budget. Council has adopted the IDP/Budget.

The final SDBIP is presented as reflected below:

**1. Projected Monthly Revenue by Source**

DESCRIPTION	ANNUAL BUDGET	3 MONTHS BUDGET	3 MONTHS ACTUAL	% INCOME	VARIANCE	YEAR TO DATE MOVEMENT	REASONS FOR VARIANCE
	R	R	R	%	%	R	
<u>Revenue By Source</u>							
Property Rates	13,725,095	3,431,274	3,456,055	101	-1	10,298,068	The Municipality has implemented a new valuation roll which took effect on the 1 <sup>st</sup> of July 2017 which consist of improved and new improvements. Proper calculations will be done during adjustment budget period.
Service Charges-Electricity	8,057,753	2,014,438	2,086,544	104	-4	5,812,971	None
Service Charges-Refuse	2,057,915	514,479	495,001	96	4	1,326,537	None

DESCRIPTION	ANNUAL BUDGET R	3 MONTHS BUDGET R	3 MONTHS ACTUAL R	% INCOME %	VARIANCE %	YEAR TO DATE MOVEMENT R	REASONS FOR VARIANCE
Rental of facilities and equipment	255,587	63,897	23,414	37	63	126,025	The rental payments of clinic for 3 months are paid in the month of April.
Interest earned-external investment	1,888,257	472,064	334,886	71	29	1,239,209	More funds are earmarked for fourth quarter of the last tranche of equitable share as the second quarter municipality had a challenge of roll over funds from National Treasury.
Interest earned-outstanding debtors	1,600,754	400,189	141,550	35	65	806,602	Debt write off and the implementation of Credit control and debt collection processes lead to the reduction in debtors balances.
Fines	1,079,173	269,793	30,600	11	89	530,802	The municipality is still working on the integration of Solar and the manual system of issuing traffic fines. The figure appearing on the budgeted amount was based on GRAP 1 principles which is recognition on accrual basis.
Licenses and permits	6,354,053	1,588,513	1,854,807	117	-17	3,358,856	Control votes are linked and recognized correctly on the system for reporting.
Agency services	2,175,948	543,987	378,454	70	30	1,645,912	Shortage of water lead to the reduction in the number of units/kiloliters consumed by rate

														payers.
Transfers and subsidies	173,320,351	43,330,088	63,305,386	146	-46	135,763,727	An amount of R48,124,000.00 from equitable share							
Other revenue	32,606,187	8,151,547	133,994	2	98	6,630,009	The municipality will auction the stands during 4 <sup>th</sup> quarter of the 2017/18 financial year							
<b>Total Revenue (including Capital transferred)</b>	<b>243,121,073</b>	<b>60,780,268</b>	<b>72,240,690</b>	<b>119</b>	<b>-19</b>	<b>167,538,718</b>								

The three months' budget for the 3rd quarter of 2017/18 financial year amounts to R60,780,268.00 and the actual revenue collected from 01 January to 31 March 2018 amounts to R72,240,691.00 (119%) compared to the proportional percentage of 100%. The higher collection is due to transfer of the last tranche of equitable share of R48, 124,000.00.

#### OPERATING EXPENDITURE

DESCRIPTION	ANNUAL BUDGET	3 MONTHS BUDGET	3 MONTHS ACTUAL	% EXPENDITURE	VARIANCE	YEAR TO DATE MOVEMENT	REASONS FOR VARIANCE
	R	R	R	%		R	
<b>Expenditure by type</b>							
Employee related costs	77,909,144	19,477,286	21,512,388	110	-10	48,010,116	Payment of incentive bonuses in the month of March
Remuneration of Councilors	10,531,546	2,632,887	4,194,189	159	-59	8,793,185	Implementation of upper limits of Councilors in the month of January.
Debt impairment	5,195,000	1,298,750	-12,474,091	-960	1,060	4,572,366	The municipality had challenges in the finalization of the

Depreciation	7,699,972	1,924,993	-20,648	-1	101	5,697,524	MSCOA debtor's accounts which was finalized in march. The completeness of debtors is still in process as we have recently reviewing the completeness between the general ledger and age analysis.
Bulk purchases	9,473,821	2,368,455	1,541,565	65	35	5,740,070	Journal passed to recognize correct depreciation which was wrongly captured in previous months None
Contracted services	4,000,000	1,000,000	1,274,647	127	-27	2,994,214	Journal passed to correct wrongly captured invoices in the previous months
General Expenses	49,731,063	12,432,765.75	10,246,863	82	18	28,822,317	
Repairs and Maintenance	9,183,987	2,295,997	872,383	38	62	3,473,504	Repairs and maintenance of buildings at advert stage and the movement will be recognized during the 4 <sup>th</sup> quarter
<b>GRAND TOTAL</b>	<b>173,724,533</b>	<b>43,431,133</b>	<b>27,147,296</b>	<b>63</b>	<b>37</b>	<b>108,103,296</b>	

The three months' budget for the 3<sup>rd</sup> quarter of 2017/18 financial year amounts to **R43,431,133.00**. The actual expenditure from 01 January to 31 March 2018 amounts to **R27,147,296 (63%)** compared to the proportional percentage of **100%**. The reason for low expenditure is the corrections made for wrongly captured transactions.

**CAPITAL EXPENDITURE**

DESCRIPTION	ANNUAL BUDGET	3 MONTHS BUDGET	3 MONTHS ACTUAL	% EXPENDITURE	VARIANCE	YEAR TO DATE MOVEMENT	REASONS FOR VARIANCE
	R	R	R	%	%	R	
Assets from own funds	17,679,067	4,419,767	121,427	3	97	5,596,305	Re-Advertised projects in the 3 <sup>rd</sup> quarter due to non-compliant tender documents.
Assets from Grants and subsidies	46,376,457	11,594,114	16,753,173.40	144	-44	27,367,158	Accelerated expenditure of MIG projects in line with the revised approved business plan
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>64,055,524</b>	<b>16,013,881</b>	<b>16,874,600</b>	<b>105</b>	<b>-5</b>	<b>32,963,463</b>	

Payments in respect of capital projects funded internally from 01 January to 31 March 2018 amounts **R121, 427(3%)** against the three months' budget of **R4, 419,767**. Payments in respect of capital projects funded by grants and subsidies from 01 January to 31 March 2018 amounts **R16, 753,173.40 (114%)** against the three months' budget of **R11, 594,114**.

The total capital expenditure from 01 January to 31 March 2018 amounts **R16, 874,600 (105%)** against the three months' budget of **R16, 013,881**.

**DEBTORS**

**Comprehensive analysis of services debtors**

The net outstanding service debtors as at 31 March 2018 amounts to 68,002,598 and is made up as follows:

	Amount
<b>Current Debt</b>	
30 Days	1,827,397
60 Days	1,774,994
90 Days	1,701,938
120+ Days	62,698,269

Plus Journals	0
<b>Sub Total</b>	<b>68,002,598</b>
Less: Credit Amounts	0
<b>Total</b>	<b>68,002,598</b>

The outstanding amount of 68,002,598 is divided as follows:

Category	Amount
Organs of state	29,440,747
Commercial	1,868,450
Households	17,228,177
Private farms	19,465,224
<b>Total</b>	<b>68,002,598</b>

**2. Quarterly Performance Indicators and Targets per Department**



**DEPARTMENT: LOCAL ECONOMIC DEVELOPMENT AND PLANNING**

Spatial Planning And Rationale													
Responsive,accountable,effective And Local Government System													
<ul style="list-style-type: none"> <li>• Implement a differentiated approach to municipal financing, Planning and Support</li> <li>• Improving access to basic services</li> <li>• Implementation of the community works programme</li> <li>• Actions supportive of human settlement outcome</li> </ul>													
To enhance conditions for economic growth and job creation To Manage and coordinate spatial planning within the municipality													
SPATIAL PLANNING													
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed quarter target	Quarter 3 target	Actual Achievement	Reason for deviation	Progress % to target	Revised Target	2017/18 annual budget	Means verification/Portfolio of Evidence
1	Spatial planning	Spatial planning awareness	Number of workshop conducted	New indicator	4 spatial awareness workshop conducted	2 workshops	1 workshop conducted	2 workshops held, 1 at Ramokgopa, and 1 at Ratsaka	none	100%	None	R40 000	
2	Spatial planning	Development of Spatial Development Framework	Number of Spatial Development frameworks developed	New indicator	One (1) Spatial Development Framework developed	Inception report	First draft SDF submitted.	Service provider appointed, Inception report submitted	none	100%	None	R900 000	Adopted SDF SDF Status Quo Report
3	Spatial planning	Pegging of sites	percentage of sites requested pegged Number of sites pegged in mogwadi and moreben g	100% 100 sites pegged in Mogwadi and Moreben g	100% of sites requested pegged No target	none 80 sites pegged in Mogwadi/Moreben g	100% of sites requested pegged No target	No request received Service providers appointed for pegging of sites	N/A None	N/A N/A	None	R300 000	Land survey report and map, pegs on the ground.

Spatial Planning And Rationale													
Key Performance Area (KPA) 1: responsive,accountable,effective And Local Government System													
Outcome 9:													
Outputs :													
<ul style="list-style-type: none"> <li>Implement a differentiated approach to municipal financing, Planning and Support</li> <li>Improving access to basic services</li> <li>Implementation of the community works programme</li> <li>Actions supportive of human settlement outcome</li> </ul>													
Key Organizational Strategic Objective													
Strategic objectives													
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed Annual Target	Quarter 3 target	Revised quarter target	Actual 3 Quarter achievement	Reason for deviation	Progress% Revised target	2017/18 annual budget	Means of verification/Po of Evidence
<b>SPATIAL PLANNING</b>													
4	Spatial planning	Subdivision/consolidation and rezoning of municipal sites	Percentage of subdivisions/consolidation and rezoning processed	New indicator	100% of sites for subdivision/consolidation and rezoning processed	2 sites subdivided and rezoned	100% of sites for subdivision/consolidation and rezoning processed	none	100% of	none	100%	150 000	Submitted/Approved applications for subdivision; consolidation and rezoning.
5	Spatial planning	Drafting of building plans for existing municipal properties	Percentage of municipal building plans compiled	100 % (8 out of 8 building plans) compiled	building plans compiled	Project discontinued	Submission of first draft plans	Project discontinued	Project discontinued	N/A	N/A	150 000	Submitted building plans approved by the municipality

Spatial Planning And Rationale													
Responsive,accountable,effective And Local Government System													
<ul style="list-style-type: none"> <li>Implement a differentiated approach to municipal financing, Planning and Support</li> <li>Improving access to basic services</li> <li>Implementation of the community works programme</li> <li>Actions supportive of human settlement outcome</li> </ul>													
To enhance conditions for economic growth and job creation													
To Manage and coordinate spatial planning within the municipality													
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed quarter target	Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 annual budget	Means of verification/Po of Evidence
6	Spatial planning	Processing of building plans	Number of building plans received processed	New indicator	100% processing of building plans received	none	100% processing of building plans received	100% of building plans received processed	none	100%	None	OPEX	Register applications for building plans
7	Spatial Planning	Processing of land use applications	Number of land use applications received processed	New indicator	100% processing of land use applications received	none	100% processing of land use applications received	100% of application received processed	none	100%	None	OPEX	Register land use applications
LOCAL ECONOMIC DEVELOPMENT													
8	Local Economic Development	LED Stakeholder engagements	Number of LED Stakeholder engagements held	New indicator	4 LED Forum Meetings held	none	1 Forum meeting held	1x LED forum held on the 22 March 2018	None	100%	None	R 66 394	4x Minutes of LED forum of meetings

Local Economic Development														
Key Performance Area (KPA) 1:														
Outcome 9:														
Outputs :														
Key Organizational Strategic Objective														
Strategic objectives														
Proj ect No.	Priority area (IDP)	Project Name	Key perform ance indicator	Baseline	2017/18 annual target	Review d Annual Target	Quarter 3 target	Reviewed quarter 3 target	Actual Quarter 3 Achievem ent	Reason for deviation	Progres s % to target	Revised Target	2017/18 annual budget	Means verification/Po rtfolio of Evidence
9	Local Economi c Develop ment	Investor Confere nce	Number of SMME/ Investor Confere nce held	1 investor conferen ce/ partnersh ip agreeme nt signed	1 investor Confere nce held and 1x partnersh ip agreeme nt signed on social labour plans.	1 SMME /Investor Confere nce held	Signing of SLA, Consultation with stakeholders and hosting of one (1) investor conference	Signing of SLA	Service Provider appointe d	None	100%	None	400 000.00	Report Investor conference with attendance register and photos. 1 signed partnership agreements.
10	Local Economi c Develop ment	Review of Molemol e LED Strategy	Number of LED Strategie s reviewed	Current LED strategy outdated( last reviewed in 2012)	Reviewe d LED Strategy	LED Status- Quo report	Draft LED Strategy	Inception report	Service Provider appointe d, inception report	None	100%	None	R500 000. 00	LED Status- Quo report
11	Local Economi c Develop ment	Molemol e Career Expo	Number of Career Expo held	1x Career Expo held	1x Career expo held	none	Develop ToR for career expo dialogue, benchmark ing exercise	Appointme nt of prospectiv e service provider, signing of SLA with Service provider	Service provider not appointe d, bid has been adverted	Intensive consultatio n with key stakeholde rs at LED forum level	80%	4 <sup>th</sup> quarter	190 000.00	Reviewed Concept document and TOR, Career Expo report and signed SLA.

Local Economic Development														
Responsive,accountable,effective And Local Government System														
Outcome 9:														
Outputs :														
<ul style="list-style-type: none"> <li>Implementation of the community works programme</li> <li>Actions supportive of human settlement outcome</li> <li>To Enhance conditions for economic growth and job creation</li> <li>To create a conducive environment and ensure support to key economic sectors(agriculture tourism,manufacturing,and SMME'S)within the municipality</li> </ul>														
Key Organizational Strategic Objective														
Strategic objectives														
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed Annual Target	Quarter 3 target	Reviewed quarter target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2017/18 annual budget	Means of verification/Portfolio of Evidence
12	Local Economic Development	Job creation monitoring	Number of reports on job creation from municipal projects		2 reports compiled on job creation	none	No target	None	None	None	None	None	OPEX	2 reports on job creation from municipal projects.
13	Local Economic Development	Youth in agriculture programme	Number of graduates capacitated in agricultural programmes	6 Graduate appointed and capacitated	6 graduates capacitated in agricultural programmes	none	Capacity building of 6 graduates	None	Continuous incubation of graduates	None	100%	None	450 000.00	Capacity building reports.
14	Local Economic Development	Capacity building on SMME	Number of SMME's trained	20 SMME's capacitated	20 SMME's capacitated	none	Draft ToR for the project, appointment of service provider and signing of SLA	Bid advertisement for the project, and identification of SMME's to be	Capacity building sessions on SMME's held for both Molemole East and West	None	100%	None	200 000.00	Reviewed concept document and TOR ;capacity building report with list of trained SMMEs; and SLA

Good Governance And Public Participation														
Responsive,accountable,effective And Local Government System														
Implement a differentiated approach to municipal financing, planning and support														
<ul style="list-style-type: none"> <li>Provide an accountable and transparent municipality sustained public participation, coordination of administration and council committees</li> <li>To manage and coordinate the development and review/Budget within the municipality</li> </ul>														
INTERGRATED DEVELOPMENT PLAN														
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 annual budget	Means of Verification
15	IDP	Development and review of IDP/Budget	Number of IDP reviewed	One Review and adopted 2016/2017 IDP/Draft 2017/18 IDP	Adopted and printed a credible 2018/2019 IDP	none	Tabling of Draft IDP to council	none	Tabled Draft 2018/2019 IDP to Council	None	100%	None	R200 000	Process Plan; ward consultation report; Status quo report; Adopted 2018/19 IDP
16	IDP Unit	IDP Representative Forum	Number of Representative Forum coordinated	2016/17 IDP Representative Forum in place	3 2018/19 IDP Representative Forum coordinated	none	1 Representative Forum coordinated	none	Held one IDP Representative Forum meeting	None	100%	None	R177 856	Minutes/Report, Attendance Register
17	IDP	Strategic planning session	Number of strategic working sessions held	4 strategic working sessions held	3 strategic sessions held	none	One (1) Strategic working session on finalisation of IDP Strategies and project Phase during February 2018	none	Held one strategic planning session on the finalisation of IDP Strategies and projects	None	100%	none	R350 000	Strategic working sessions reports with resolutions

Good Governance And Public Participation														
Responsive,accountable,effective And Local Government System														
Implement a differentiated approach to municipal financing, planning and support														
<ul style="list-style-type: none"> <li>Provide an accountable and transparent municipality sustained public participation, coordination of administration and council committees</li> <li>To manage and coordinate the development and review/Budget within the municipality</li> </ul>														
INTERGRAATED DEVELOPMENT PLAN														
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 annual budget	Means of Verification
18	IDP	Printing of IDP document	Number of IDP documents printed	Approved 2017/2018 IDP	200 IDP documents printed	none	No target	none	No target	none	100%	None	R200 000	Printed 2017/2018 IDP
19	IDP	Printing of Annual Report	Number of Annual Report documents printed	Approved 2015/16 Annual Report	200 2016/17 Annual Report documents printed	none	No target	none	No target	none	N/A	none	R200 000	Printed 2016/2017 Annual Report
20	IDP Unit	Adoption of Final IDP/Bud	No of meetings held	One council meeting on adoption of final IDP	One council meeting on final adoption of IDP	none	No target	none	No target	none	N/A	none	100 000	Minutes attendance registers
21	Risk Management	Risk Management	Percentage of identified risks resolved within timeframe as specified in the risk register	0% of risks resolved	100% of risks resolved within the timeframe as specified in the register	none	100% of risks resolved within the timeframe as specified in the register	none	100% of risks resolved within the timeframe as specified in the register	none	100%	none	opex	Risk Register with POE

**DEPARTMENT: TECHNICAL SERVICES**

Basic Service Delivery														
Responsive, accountable, effective and Local Government System														
Improving access to basic services														
<ul style="list-style-type: none"> <li>• Provide sustainable basic services and infrastructure development</li> <li>• To improve/upgrade conditions of municipal roads and storm water infrastructure and maintenance</li> </ul>														
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2017/18 Annual Budget R	Means of verifications
22	Roads and storm water	Mohodi to Maoponto gravel to tar road	Percentage of construction of Mohodi to Maoponto gravel to tar	2 km of road upgraded from gravel to tar	construction of Mohodi to Maoponto from gravel to tar (1.5 km of road tarred)	None	Surfacing and installation of kerbs.	None	Surfacing and installation of kerbs.	None	98%		9 733 468.00 Reviewed (6,324,142.04) Expenditure R 5,530,107.58	Specification SLA/appointment letter and Completion certificate
23	Roads	Ramokgopa to Eisleben gravel to tar road	Ramokgopa to Eisleben gravel to tar	11 km of road upgraded from gravel to tar	construction of Ramokgopa to Eisleben from gravel to tar (2.0 km of road tarred)	None	Surfacing and installation of kerbs.	None	construction of Ramokgopa to Eisleben from gravel to tar (1.5 km of road tarred)	Budget constraints	75%		8 250 769.00 Expenditure R 8,101,600.01	Specification SLA/appointment letter and Completion certificate



Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2017/18 Annual Budget R	Means of verifications
24	Roads and storm water	Matipana to Madikana Gravel to Tar Road	Percentage of construction of Matipana to Madikana from gravel to tar including upgrading of stormwater system	7 km of road upgraded from gravel to tar	Construction of Matipana to Madikana road from gravel to tar (3 km of stormwater system upgraded)	None	Excavation, Installation for storm water pipes and excavation for concrete open drain channels		Excavation for open drain channels		50%		3 629 677 Reviewed (R3,437,688.44) Expenditure R1 494 483.91	Specification, SLA/appointment letter and Completion certificate
25	Roads	Upgrading of Nthabiseng Internal Streets	Percentage of upgrading of Nthabiseng Internal Streets	New indicator	Upgrading of Nthabiseng Internal Streets from gravel to tar (1,5 km of road tarred)		Preparation of road bed layer, preparation sub-base layer, excavations and Installation for storm water	Approval of designs and drawings (contractor specification and tender documents)	Approval of designs and drawings (contractor specification and tender documents)	None	100%		6 960 486.00 Reviewed (2,702,451.78) Expenditure R1,536, 187.53	Specification, SLA/appointment letter, Tender documents and Completion certificate
26	Roads	Purchase of new Tractor Loader Backhoe (TLB)	Number of Tractor Loader Backhoe (TLB) procured.	1 Tractor Loader Backhoe (TLB)	1x Tractor Loader Backhoe (TLB) procured	None	No target	Re-advertisement	Project re-advertised.		100%		1 500 000.00 Expenditure R 0.00	Specification, SLA/appointment letter and delivered TLB/delivery note

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2017/18 Annual Budget R	Means of verifications
26	Roads	Purchase of new Tractor Loader Backhoe (TLB)	Number of Tractor Loader Backhoe (TLB) procured.	1 Tractor Loader Backhoe (TLB)	1x Tractor Loader Backhoe (TLB) procured	None	No target	Re-advertisement	Project re-advertised.		100%		1 500 000.00 Expenditure R 0.00	Specification s, SLA/appointment letter and delivered TLB/delivery note
27	Sports facilities	Mohodi Sports Complex	Complete sport complex	No sport complex in Mohodi	Sports complex constructed.	None	Construction of change rooms and septic tank		Change rooms constructed up to foundation level and septic tank, outstanding layer works and electrical works completed		75%		Budget R 5 357 700 Expenditure R 2 344 182.13	Specification s, SLA/appointment letter, Completion certificate
28	Electricity	Upgrading of Electricity Network	Electricity Network infrastructure Upgraded	New indicator	Convert old conventional meters to pre-payment and replace ment of old existing pre-payment meters	None	Replacement of old electricity pre-payment meters(50 meters	None	None	Budget constraints	0%		Budget R 1,500,000 Reviewed (R0,00)	None

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2017/18 Annual Budget R	Means of verifications
29	Electricity	Purchasing of Electrical Bakkie	Electrical Bakkie purchased	New indicator	1 x Electrical Bakkie purchased	None	No target	Re-advert	Project re-advertised.	None	100%		R650 000 Reviewed (R750,0000) Expenditure R0.00	Specification s, SLA/appointment letter and delivered Electrical Bakkie/delivery note
30	Electricity	Supply and installation of street lights	No of streetlights installed and maintained	New indicator	Streetlights maintained	None	Installation of new streetlights bulkheads	Re-advertisement	Project re-advertised.	None	100%		R300 000 Expenditure R0.00	Specification s, SLA/Appointment letter and completion certificate
31	RISK	Risk Management												

**DEPARTMENT: COMMUNITY SERVICES**

Basic Service Delivery														
Responsive, Accountable, Effective and Efficient Local Government System														
Implement a differentiated approach to municipality financing ,planning and support														
To provide sustainable basic services and infrastructure development														
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed Annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2017/18 Annual Budget R	Means of verification
<b>Strategic objectives</b>														
32	Social amenities	Renovation and Extension of Mogwadi Tennis court	Number of tennis courts renovated and extended.	Renovation and Extension of Mogwadi Tennis court 1 <sup>st</sup> phase	Implementation of 2 <sup>nd</sup> phase of Mogwadi tennis court	Advertisement & appointment of service provider to implement the project	Re-Advertisement	Advertisement & appointment of service provider to implement the project	Re-Advertisement	Bidders did not meet requirements	25%		600 000	Advertisement
33	Social amenities	Procurement of a tractor with grass cutting equipment	Number of tractors with grass cutting purchased	New indicator	Procurement of one tractor with a grass cutting equipment	Advertisement & appointment of service provider to implement the project	Re-Advertisement	Advertisement & appointment of service provider to implement the project	Re-Advertisement	Bidders did not meet requirements	25%		500 000	Advertisement
34	Environmental management	Purchasing of 240 litre capacity litter bins	Number of wheely litter bins purchased	New indicator	Procurement of 700 wheely bins		Advertisement of service provider to supply and delivery	Advertisement of service provider to supply and delivery	Advertisement of service provider to supply and delivery	None	75%		400 000	Appointment letter

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed Quarter 2 target	Quarter 3 target	Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2017/18 Annual Budget R	Means of verification
35	Social amenities	Beautification of Morebeng town	Number of entrances beautified	Beautification of Morebeng town 1 <sup>st</sup> phase	Implementation of 2 <sup>nd</sup> phase beautification on project		Re-Advertise ment	Appointment of service provider to implement the project	Re-Advertise ment	Bidders did not meet requirements	25%		400 000	Advertisement
36	Risk Management	Risk management	Percentage of identified risks resolved within timeframe as specified in the risk register											

**CORPORATE SERVICES**

Municipal Transformation and Organizational Development													
Key Performance Area (KPA) 6:													
Outcome 9:													
Outputs :													
Strategic objectives													
No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2016/17 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Revised target	Budget Expenditure	Means of Verification
37		Procurement of Office Furniture	Number of office furniture procured	167 furniture items procured in 2016/17 Financial year	40 Furniture items by June 2018	Procurement of 37 furniture items for allocation to officials	No target	Appointment of service provider for supply and delivery of office furniture	Service Provider appointed. Awaiting delivery of furniture. Cut-off date: 30 May 2018	None	None	Budget R 400,000 Expenditure R 372,000	Approved Specification Delivery notes Appointment Letters Invoices
38	Administration	Procurement of Vehicles	Number of new municipal vehicles procured and allocated	02 new vehicles procured in the 2016/17 financial year	None	1x new bakkie procured and allocated	None	Appointment of Service Provider for the supply, registration and delivery of 1x Municipal bakkie.	Service Provider appointed and the bakkie has been delivered to the municipality	None	None	Budget R 400,000 Expenditure R 395,512.65	Approved Specification Delivery notes Appointment Letters Invoices

**Key Performance Area (KPA) 6: Municipal Transformation and Organizational Development**  
**Outcome 9: Responsive, Accountable, Effective and Efficient Local Government System**  
**Outputs :** Implement a differentiated approach to municipal financing, planning, and support  
**Strategic objectives** Ensure administrative support to municipal units through continuous institutional development and innovation.

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2016/17 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Revised target	Budget Expenditure	Means of Verification
39		Maribana Satellite Office	Number of offices renovated and upgraded	New Indicator	Establishment of 1x Cluster Office	Construction of 1x Molejji Cluster Office	No target	Appointment of Service Provider for Land Survey	Service Provider appointed for Land Survey	None	None	Budget R 2,844,000 Expenditure R 185,000	Approved Specification Appointment Letters Completion Certificates Invoices Specifications Appointment letters/SLA and renewed licenses
40	Information and Communication Technology	Annual Software License renewal	Renewal of annual software licenses	Microsoft, Symante c and backup exec, Venus, Payday and GIS licenses are in place	100% maintenance of ICT systems and licencing	None	Appointment of Service Provider and delivery of licenses	None	Projects have been advertised and service providers have been appointed. All licenses have been delivered.	None	None	Budget R 600,000 Expenditure R 380 691.99	Specifications Appointment letters/SLA and renewed licenses

**Key Performance Area (KPA) 6:** Municipal Transformation and Organizational Development  
**Outcome 9:** Responsive, Accountable, Effective and Efficient Local Government System  
**Outputs :** Implement a differentiated approach to municipal financing, planning, and support  
**Strategic objectives** Ensure administrative support to municipal units through continuous institutional development and innovation.

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2016/17 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Revised target	Budget Expenditure	Means of Verification
41		Replacement of Obsolete ICT Equipment	Percentage procurement of ICT Equipment	35 laptops, 32 desktops, 45 printer, 3 UPS in place	100% of computer equipment maintained	None	Draft specification and advertisement for procurement of server.	No target	None	Funds moved to Repair and Maintenance category. The vote is meant for repairs and maintenance of ICT equipment	None	Budget R 500,000  Expenditure R 0	None
42		Procurement of ICT equipment	Number of ICT equipment procured and allocated to officials	35 laptops, 32 desktops, 45 printer, 3 UPS, 2 server racks in place.	100% of ICT equipment procured and allocated as requested	None	Delivery and allocation of printers and computers	None	Printers and laptops have been delivered and allocated	None	None	Budget R 300,000  Expenditure R 260 639.00	Specifications, appointment letters and delivery notes



**Key Performance Area (KPA) 6: Municipal Transformation and Organizational Development**

**Outcome 9: Responsive, Accountable, Effective and Efficient Local Government System**

**Outputs :** Implement a differentiated approach to municipal financing, planning, and support

**Strategic objectives** Ensure administrative support to municipal units through continuous institutional development and innovation.

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2016/17 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Revised target	Budget Expenditure	Means of Verification
43	Human Resources Development	Recruitment and selection processes	Number of Workplace skills plan and Annual Training report (WSP and ATR submitted to LGSETA		1 Workplace skills plan and Annual Training report (WSP and ATR submitted to LGSETA by 30 April 2017	100% of vacant positions filled	1 Quarterly Training report developed	100% recruitment of vacant positions	05 positions filled	None	None	Opex	Recruitment report
44	Human Resources Development	Training of employees	Percentage of the training budget spent on training of employees		100% of the training budget spent on training of employees	To undertake 04 training programmes for employees	25% of the training budget spent on training of employees	To undertake 01 training programmes for employees	06 employees trained on HRD, PMS, Development communication and Gender Mainstreaming.	None	None	Budget R 400,000 Expenditure R 31,500	Training reports
45	Human Resources Development	Training of Councilors	Percentage of the training budget spent on training of Councilors		100% of the training budget spent on training of Councilors	To undertake 04 training programmes for employees	25% of the training budget spent on training of Councilors	To undertake 01 training programme for Councilors	14 Councilors trained on Gender Mainstreaming and equity	None	None	Budget R 300,000 Expenditure R 0	Training reports

**Municipal Transformation and Organizational Development**

**Responsive, Accountable, Effective and Efficient Local Government System**

**Implement a differentiated approach to municipal financing, planning, and support**

**Ensure administrative support to municipal units through continuous institutional development and innovation.**

**Key Performance Area (KPA) 6:**

**Outcome 9:**

**Outputs :**

**Strategic objectives**

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2016/17 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Revised target	Budget Expenditure	Means of Verification
46	Human Resources Development	Bursary fund Internal	Percentage of eligible employees awarded with bursary/Loan in line with available budget		100 percent of eligible employees awarded with bursary/Loan in line with available budget	None	100 percent of eligible employees awarded with bursary/Loan in line with available budget	None	01 Councillor awarded bursary.	None	None	Budget R152, 332  Expenditure R 5,740.00	Report on awarded bursary
47	Human Resources Development	Internships and experiential training	Number of programs put in place to capacitate young people in Molemole Municipality jurisdiction (internships and experiential training)		2 programs put in place to capacitate young people in Molemole Municipality jurisdiction (internships and experiential training)	Place 04 Learners on Internship and Experiential Training Programme	2 programs put in place to capacitate young people in Molemole Municipality jurisdiction (internships )	None	Two learners placed on experiential training. 01 in Human Resource and 01 in Administration	None	None	Opex	Internship and Experiential Training reports

**Key Performance Area (KPA) 6:**

**Municipal Transformation and Organizational Development**

**Outcome 9:** Responsive, Accountable, Effective and Efficient Local Government System

**Outputs :** Implement a differentiated approach to municipal financing, planning, and support

**Strategic objectives** Ensure administrative support to municipal units through continuous institutional development and innovation.

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2016/17 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Revised target	Budget Expenditure	Means of Verification
48	Labour Relations	Employment equity report	Number of employment equity report submitted to DoL	1x Employment Equity report submitted	1 employment equity report submitted to DoL by January 2017	None	1 employment equity report submitted to DoL by January 2018	None	Employment equity report submitted	None	None	Opex	Employment Equity report with proof of submission to DOL
49	Occupational Health and Safety	Fire detectors and alarm system	Percentage installation of fire detectors and alarm system	New Indicator	100% installation of fire detectors and alarm system in Morebeng Satellite office	Installation of Fire detectors at Mogwadi building	No Target	No target	None	None	None	Budget R 150,000 Expenditure R 0	Specifications, appointment letters and delivery notes

**MUNICIPAL MANAGER'S OFFICE**

Good Governance and Public Participation														
Responsive, Accountable, Effective Local Government System														
Administrative and financial capability														
Provide an accountable and transparent municipality through sustained public participate, coordination of administration and council committees														
To ensure that institutional arrangements are transparent, Efficient and Effective to ensure that good governance public participation is sustained and enhances transparency and accountability														
No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress to % target	Revised Target	2016/17 annual budget	Means of verification
50	Communications	Printing and publication	Number of printing and publication made	500 diaries and 1000 diaries printed 10000 newsletters published	12000 Newsletters printed 800 diaries and 1500 calendars printed	No target	No target	None	No target	None	N/A		650 000	Order, invoice, printed publications
51	Communications	Events management equipment	Number of event management equipment procured	17 Municipal branding purchased 1 Podium purchased	Purchase of Municipal branding, Podium and Loud Hailers	Advertising and appointment of service provider to deliver municipal branding	Advertising and appointment of service provider to deliver municipal branding	Appointment of Service Provider	Appointment of Service Provider	SCM delayed appointment			200 000	Order and invoice
52	Communications	Trailer	Number of trailers procured	1 Trailer purchased	Purchase of 1 Municipal trailer	Delivery of Advertising trailer	Purchase of advertising Trailer	Appointment of Service Provider	Appointment of Service Provider	SCM delayed appointment			100 000	Order invoice

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2016/17 annual budget	Means of verification
53	Communications	Marketing, publicity and advertising	% of marketing, publicity and advertising made	100% of requested marketing and advertising of municipal activities publicised	100% of Municipal activities publicised and advertised	% of Marketing, advertising requested on municipal activities on print and electronic media	% of Marketing, advertising requested on municipal activities on print and electronic media	None	100% of Municipal Activities publicised and advertised	None	100%		250 000	Order invoice copy of advertisement
54	Internal Audit	Audit action plan	Percentage of audit queries addressed	93% of Auditor General queries addressed	100% of Auditor General queries addressed	None	50% of Auditor General queries addressed	None	50% of Auditor General queries addressed	None	50%		Opex	Updated AG Action Plan with POEs
55	Internal Audit	Performance audits	Number of performance audit reports submitted to Council	6 performance audit reports submitted to Council	6 performance audit reports submitted to Council	4 performance audit reports submitted to Council	1 performance audit report submitted to Council	None	1 performance audit report submitted to Council	None	100%		Opex	Performance Audit reports submitted to council and Council Resolutions
56	Internal Audit	Audit committee meetings	Number of Audit committee meetings coordinated	6 Audit committee meetings coordinated	4 Audit Committee meeting coordinated	4 Audit Committee meeting coordinated	1 Audit Committee meeting coordinated	None	1 Committee meeting coordinated	None	100%		Opex	Minutes of meetings and Attendance Register

**LEGAL SERVICES**

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2016/17 annual budget	Means of verification
57	Legal advisory services	Percentage of documented legal advisory services provided	100% of legal advises provided and documented	100% of legal advises provided and documented	100% of legal advises provided and documented	100% of legal advises provided and documented	100% of legal advises provided and documented	2 documented advises	100% achievement	None	100%		Opex	Reports/Registrar of legal advises
58	Legal advisory services	Percentage of contracts developed and drafted as per instruction	100% of contracts developed and drafted as per instruction	100% of contracts developed and drafted as per instruction	100% of contracts developed and drafted as per instruction	100% of contracts developed and drafted as per instruction	100% of contracts developed and drafted as per instruction	All requested contracts have been drafted	100% achievement	None	100%		Opex	Register of Contracts

**RISK MANAGEMENT**

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised Target	2016/17 annual budget	Means of verification
59	Risk Management	Risk register	Percentage of risks resolved within timeframe as specified in the risk register	100% of risks resolved within the timeframe as specified in the register	100% of risks resolved within the timeframe as specified in the register	None	100% of risks resolved within the timeframe as specified in the register	None	100% of risks resolved within the timeframe as specified in the register	None	100%		Opex	Updated Risk Register with POEs
60	Risk Management	Risk management committee meeting	Number of risk management committee meetings coordinated	4 Risk management committee meetings coordinated	4 Risk management committee meetings coordinated	None	1 Risk management committee meeting coordinated	None	1 Risk management committee meetings coordinated	None	100%		Opex	Minutes of meetings and Attendance Register

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Reason for deviation	Progress % to target	Target Revised	2017/18 Annual Budget R	Means of verification
61	Risk Management	Risk assessment	Number of strategic risk assessment reports compiled	One (1) 2016/17 strategic risk assessment conducted and report compiled	One (1) 2016/17 strategic risk assessment conducted and report compiled	None	No target	None	None	N/A		Opex	Strategic Risk Assessment report
62	Risk Management	Operational risk assessment	Number of operational risk assessment reports compiled	One (1) operational risk register compiled	One (1) operational risk register compiled	None	No target	None	None	N/A		Opex	Operational Risk Register
63	Risk Management	Fraud awareness	Number of fraud awareness campaigns conducted	No fraud awareness campaign conducted	Two (2) fraud awareness campaigns conducted	None	No target	None	None	N/A		Opex	Agenda/programme, Report/ Attendance Register

**PERFORMANCE MANAGEMENT SYSTEM**

64	Performance Management System	Assessment of Snr Managers	Number of performance assessment conducted	2016/17 performance assessments conducted	4 x performance assessments conducted	None	1 x performance assessment conducted	None	None	100%		Opex	Performance assessment report
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Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Target Revised	2017/18 Annual Budget R	Means of verification
65	Performance Management System	Annual performance report	Coordination of annual Performance report	1 x Annual performance report compiled	1 x Annual performance report compiled and submitted	None	No target	None	No target	None	100%		Opex	AP Report
66	Performance Management System	Quarterly performance reports	Number of quarterly performance reports submitted to COGHSTA	4 x Quarterly performance reports	4 x Quarterly Performance reports	None	1 x Quarterly Performance report	None	1 x quarterly report done	None	100%		Opex	Quarterly report
67	Performance Management System	Compilation of Annual report	Approved 2016/17 Annual Report	Approved 2016/17 Annual report	2016/17 Annual report approved	None	Draft public hearing on draft 2016/17 annual report and MPAC Oversight report for adoption by Council	Tabling and adoption of Draft 2016/17 Annual report	Draft Annual report tabled and MPAC public hearing held	None	100%		Opex	Annual Report
68	Performance Management system	Printing of Annual Report	Printing 2016/17 Annual Report	Printing 2015/2016 Annual report	2016/2017 Annual Report approved	None	Tabling of the Draft 2016/17 Annual report Adoption by Council	None	2016/17 Annual report adopted by council and publicis	R200 000	100%		R200 000	Glossy printed Annual Report



69	Performance management system	Consolidation of SDBIP	2018/19 SDBIP	2016/17 SDBIP compiled	2018/19 SDBIP compiled	None	Submission of reviewed 2017/18 SDBIP	None	ed 2018/19 SDBIP approval and submitted	None	100%	Revised Target	2017/18 Annual Budget R	Means of verification	Consolidated SDBIP
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**SPECIAL FOCUS**

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % target	Revised Target	2017/18 Annual Budget R	Means of verification
70	Special Focus	HIV/AIDS	No of HIV/AIDS activities/events coordinated	New indicator	4 events/activities/meetings	None	1	None	1	None	100%		R130 000	Reports/Minutes and Attendance Register
71	Special Focus	Youth	No of youth activities/events coordinated	New indicator	4 events/activities/meetings	None	1	None	None	To be held during the month of June	0%		R120 000	Reports/Minutes and Attendance Register
72	Special Focus	Women and children	Number of women and children activities/events coordinated	New indicator	4 events/activities/meetings	None	1	None	One was held at Mohodi Community held.	None	50%		R110 000	Reports/Minutes and Attendance Register

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress to % target	Revised Target	2017/18 Annual Budget R	Means of verification
73	Special Focus	Disability programme	Number of activities/events related to people with disability	New indicator	4 events/activities/meetings	None	1	None	Establishment of the interim committee for the disabled people	None	50%		R90 000	Reports/Minutes and Attendance Register
74	Special Focus	Older persons programme	No of older persons activities/events coordinated	New indicator	4 events/activities/meetings	None	1	None	Establishment of interim committee for the older persons programme.	None	50%		R90 000	Reports/Minutes and Attendance Register

## BUDGET AND TREASURY

Key Performance Area(KPA):6:		Municipal Financial Viability And Management												
Outcome 9:		Responsive,Accountable,Effective And Efficient Local Government System												
Outputs:		Administrative and Financial Capability												
Key Strategic Organisational Objectives		Provide an Accountable and Transparent Municipal Through sustained public participation, of administration and council committees												
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 Annual Budget	Means of verification
75	Financial management	An approved credible adjustment budget as per MBRR	Number of approved credible adjustment budget as per MBRR	1x 2016/17 Adjustm ent budget approved	1 approved credible adjustment budget as per MBRR		1 approved credible adjustment budget		1X Approved adjustment Budget	None	100%		R0	Council resolution
76	Financial management	2018/19 draft credible annual budget as tabled as per Municipal Finance Management Act (MFMA) and MBRR	Number of draft credible annual budget tabled as per Municipal Finance Management Act (MFMA) and MBRR	1x 2017/20 budget adopted	A draft credible annual budget tabled as per Municipal Finance Management Act (MFMA) and MBRR		A draft credible annual budget tabled as per Municipal Finance Management Act (MFMA) and MBRR		1X Approved Tabled budget	None	100%		R0	Council resolution

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 Annual Budget R	Means of verification
77	Financial management	2018/19 credible annual budget adopted	Number of credible annual budget adopted as per Municipal Finance Management Act (MFMA).	1x 2017/2018 budget approved	A credible annual budget adopted per Municipal Finance Management Act (MFMA) and MBRR		A credible annual budget adopted						R0	Acknowledgment letter
78	Financial management	Submission of Annual Financial Statements.	Number of annual financial statements submitted to the Auditor General	2015/2016 AFS submitted	1x 2016/2017 Annual financial statements submitted to the Auditor		No target						R900 000.00	Quality certificate and acknowledgment letter
79	Financial management	Submission of Section 71 reports	Number of Section 71 reports submitted within 10 working days after month-end treasury submitted	12x Section 71 reports submitted	12x Section 71 reports submitted		3x section 71 reports Submitted		3X section 71 report submitted	None	100%		R0	Council resolution
80		Submission of in year reports	Number of MFMA compliance reports submitted	4x quarterly reports submitted	4x quarterly reports		1x report submitted		1X section 52 report	None	100%		R0	Council resolution

Municipal Financial Viability And Management														
Responsive,Accountable,Effective And Efficient Local Government System														
Administrative and Financial Capability														
Provide an Accountable and Transparent Municipal Through sustained public participation, of administration and council committees														
Project No.	Prior ity area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progr ess % to target	Revised target	2017/18 Annual Budget R	Means of verification
81		Submission reports on mSCOA implement ation plan.	Number of reports on SCOA implementati on plan.	2x reports submitte d	4x quarterly reports		1x quarterly report		1X Quarterly MSCOA report	None	100%		R0	Council resolution
82		Submission of section 72 report.	Number of section 72( mid-year) report submitted	1x Section 72 reports submitte d	1x Section 72 reports submitted		1x Section 72 reports submitted		1X Section 72 report submitted	None	100%		R0	Proof payments
83		Configurat ion of Chart of Accounts in line with mSCOA	Functional Financial system compliant with mSCOA	New indicator	Approved functional reporting system		No target						2 700 000.00	

**BUDGET AND TREASURY  
DIVISION: REVENUE MANAGEMENT**

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 annual budget	Means of verification/Portfolio of Evidence
84	Revenue Management	Vending system.	On-line electricity vending system.	New indicator	Implemented and functional on-line vending solution.		Reviewed and implemented in third quarter. The implementation of the on-line vending solution.		The on-line vending system has been fully implemented and customers are being serviced on monthly basis.	None	100%		R 205 000	Fully Implemented and functional on-line vending solution for the purchase of electricity.
85	Revenue Management	Cost recovery and Debtors analysis/Debt collection	Follow-up on long outstanding debts/debt collection	New indicator	Implementation of debt collection process and the improvement of revenue collection rate.		Rectification of all the Council approved write-off report/list of accounts and the follow-up on long outstanding debt/Debt collection.		A detailed analysis of the request for write-off has been analysed and reviewed and all errors were corrected on the financial system.	None	100%		R 205 000	Verified write-off report/Municipal accounts and the improvement on revenue collection rate.
86	Revenue Management	Credit Control and Debt Collection implementation.	Analysing collectable monies owed by rate payers and make recommendation for effective solution to	New indicator	GRAP compliant reporting on collectable debtors for the implementation of proper and effective decision		Credible and effective age analysis indicating collectable long outstanding		All the balances have been reduced as per the council resolution to determine the collectable amount of the	None	100%		R 200 000	Credible and effective age analysis indicating collectable long outstanding

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 annual budget	Means of verification/ Portfolio of Evidence
			the municipal council				balances.		rate payers.					balances.
87	Revenue Management	Reconciliation of debtors accounts.	Reconciling debtors billed monthly and the age analysis	12 months debtor reconciliation reports	12 months debtors reconciliation reports		3 months debtors reconciliation reports		3 X Debtors reconciliation has been prepared.	None	100%		N/A	12 months debtors reconciling reports
88	Revenue Management	Reconciliation of traffic and licensing accounts.	Reconciling traffic and licensing monthly reports and the Solar financial system	12 month traffic and licensing reconciliation reports	12 month traffic and licensing reconciliation reports		3 month traffic and licensing reconciliation reports		3 X Traffic and licensing reconciliation	None	100%		N/A	12 months debtors reconciling reports

**SUPPLY CHAIN MANAGEMENT**

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 Annual Budget R	Means of verification/Portfolio of evidence
89	SCM-ASSET	Asset Management Plan	Asset Management Plan	1 x Asset Management Plan	1 x Asset Management Plan	No Target for the quarter	No Target for the quarter	No Target for the quarter	No Target for the quarter	None	100%		R879 624.00	Asset Management Plan Report
90	SCM-ASSET	Revaluation of Infrastructure Asset	Number of reports on revaluation compiled	Unbundling and Residual reports	Unbundling of Asset		No Target for the quarter	No Target for the quarter	No Target for the quarter	None			R600 000.00	Unbundling Report and Residual Report
91	Supply Chain Management	Asset Reconciliation	Number of FAR & GL reconciliation	12x FAR & GL reconciliation	12x FAR & GL reconciliation		3x Monthly Reconciliation	3x Monthly Reconciliation	3x Monthly Reconciliation	None	100%		Nil	Reconciliation for FAR and General Ledger
92	Supply Chain Management	Asset Verification	Number of Asset Verification Reports	2 Asset Verification Reports	2 Asset Verification Reports		No Target	No Target for the quarter	No Target for the quarter	None	100%		Nil	Asset Verification Report
93	Supply Chain Management	Loose assets verification	Number of loose asset register developed and Loose asset verification	2 Loose Asset Verification	2 Asset Verification Reports		No Target	No Target for the quarter	No Target for the quarter	None			Nil	Loose Asset Verification Report



Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 3 target	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 Annual Budget R	Means of verification/Portfolio of evidence
94	Supply Chain Management	Inventory Count	Number of Inventory Count Reports	Inventory Count Report	Inventory Count Report	1	1	1	1	None	100%		Nil	Physical Stock Count report and Reconciliation
95	Supply Chain Management	Procurement Plan	Approved Procurement Plan	Approved Procurement plan	Approved Procurement plan		No Target	No Target for the quarter	No Target for the quarter	None	100%		Nil	Approved Procurement plan
96	Supply Chain Management	SCM performance Report	Number of performance reports	4x SCM performance reports	4x SCM performance reports		1	1	1	None	100%		Nil	SCM performance Reports
97	Risk Management	Identification of risk	Number of risk identified	100% risks resolved	100% risks resolved		100% risks resolved	No Target for the quarter	No Target for the quarter	None	100%		Nil	List of risks attended and resolved

EXPENDITURE MANAGEMENT

Project No	Priority Area(IDP)	Project Name	Key Performance Indicator	Baseline	2017/18 Annual Target	Reviewed 2017/18 annual target	Quarter Targets	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 Annual Budget	Means Of Verification
98	Salary reconciliations	Number of 12 Salary reports reconciled to General Ledger	12 Salary reconciliations performed	12 Salary reports reconciled to General Ledger	12 Cash reconciliation Reports	3X salary reconciliations performed	3x Petty Cash reconciliations reports Developed	3X salary reconciliations performed	3X salary reconciliations performed				NIL	System Reports, Payment schedules, HR Memos, S&T claims, GL Reconciliations .EMP501 Forms
99	Financial Management	Petty Cash reconciliations	Number of Petty Cash reconciliation performed	12 Petty Cash reconciliation Completed	12 Petty Cash reconciliation Reports	3X salary reconciliations performed	3x Petty Cash reconciliations reports Developed	3X salary reconciliations performed	3X salary reconciliations performed				NIL	Petty cash vouchers, Cash slips, Replenishments reports
100	Financial Management	VAT 201 Reconciliation	Number of VAT 201 Reconciliations submitted to SARS	6x VAT 201 Reconciliations submitted to SARS	6x VAT 201 Reconciliations submitted to SARS		2x VAT 201 Reconciliations submitted to SARS	2x VAT 201 Reconciliations submitted to SARS	2x VAT 201 Reconciliations submitted to SARS				NIL	Output VAT reports, Input VAT invoices, VAT 201 Forms, Reconciliations
101	Financial Management	Project Retention and Fruitless and wasteful expenditure register	Updated Project, Retention and Fruitless and Wasteful Expenditure register	1x updated Project and Retention register compiled	Updated Project and Retention register compiled		Updated Project and Retention register compiled	Updated Project and Retention register compiled	Updated Project and Retention register compiled				NIL	Project certificates, Supplier Invoices, Reconciliations
102	Financial Management	Expenditure on staff benefits (MFMA section 66)	Number of Expenditure on staff benefits reports reconciled to General Ledger	12 Reports on Expenditure on staff benefits completed	12 Expenditure on staff benefits reports reconciled to General Ledger		3X Expenditure on staff benefits reports reconciled to the General Ledger	3X Expenditure on staff benefits reports reconciled to the General Ledger	3X Expenditure on staff benefits reports reconciled to the General Ledger				Nil	12 x Expenditure on staff benefits reports reconciled to General Ledger

Project No	Priority Area (IDP)	Project Name	Key Performance Indicator	Baseline	2017/18 Annual Target	Reviewed 2017/18 annual target	Quarter 3 Targets	Reviewed Quarter 3 target	Actual Quarter 3 Achievement	Reason for deviation	Progress % to target	Revised target	2017/18 Annual Budget	Means Of Verification
103	Financial Management	Creditor's reconciliation for all categories of creditors.	Number of creditors' reconciliation for each and all creditors.	12 creditors reconciliation	12 Creditors reconciliation		3 X Creditors reconciliation.		3 X Creditors reconciliation				NIL	Creditor's reconciliation report.

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*30/04/2018*

**MOSENA M L  
MUNICIPAL MANAGER**

**DATE**