



**2018/2019**

# **SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN**

## **1<sup>st</sup> QUARTER REPORT**

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

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

## **1. INTRODUCTION AND BACKGROUND**

The development, implementation and monitoring of a Service Delivery and Budget Implementation Plan (SDBIP) is required by the Municipal Finance Management Act (MFMA) section 69 (3) (b). Circular 13 of the National Treasury stipulates that, "the SDBIP gives effect to the Integrated Development Plan (IDP) and the budget of the municipality and will be possible if the IDP and the budget are fully aligned with each other, as required by the MFMA."

As the budget gives effect to the strategic priorities of the municipality it is important to supplement the budget and the IDP with a management and implementation plan. The SDBIP serves as the commitment by the municipality, whereby the intended objectives and projected achievements are expressed in order to ensure that desired outcomes over the long term are achieved and are implemented by the administration over the next 12 months.

The Municipal Finance Management Act (MFMA) no 56 of 2003, defines the Service Delivery Budget Implementation Plan as a detailed plan approved by the Mayor of the municipality for implementing the municipality's delivery of municipal services and its annual budget and must include the following:

- (a) Projections of 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

## **2. PURPOSE**

The document presents the 2015/2016 Service Delivery and Budget Implementation Plan of the municipality drafted in compliance with the requirements of the MFMA. The performance targets set in this document lay basis for the performance contracts of all Departmental Heads and Middle Managers. It enables the Municipal Manager to monitor the performance of Senior Managers; and the community to monitor the performance of the municipality

### **3. LEGAL REQUIREMENTS CONSIDERED WITH THE DEVELOPMENT/DESIGN OF THE SDBIP**

Section 53 1(c) (ii) of the MFMA states that the Mayor must ensure that the municipality's SDBIP is approved within 28 days after approval of the budget. Section 69(3) of the MFMA states that the Accounting Officer must no later than 14 Days after the approval of the Budget submit the draft SDBIP and Performance Agreements for the Municipal Manager and all Senior Managers to the Mayor. Sec 53 3(b) also states that the SDBIP's must be made public no later than 14 days after its approval by Council and that the Performance agreements of the Municipal Manager, Senior Managers and any other categories of officials as may be prescribed, should be made public no later than 14 days after the approval of the SDBIP.

### **4. REPORTING ON SDBIP**

This section covers reporting on the SDBIP as a way of linking the SDBIP with the oversight and monitoring operations of the Municipal administration. Various reporting requirements are outlined in the MFMA. Both the Mayor and the Accounting Officer have clear roles to play in preparing and presenting these reports. The SDBIP provides an excellent basis for generating the reports for which MFMA requires. The reports then allow the Municipality to monitor the implementation of service delivery programs and initiatives across the Molemole municipal jurisdiction.

#### **4.1. QUARTERLY REPORTING**

Section 52 (d) of the MFMA compels the mayor to submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality within 30 days of the end of each quarter. The quarterly performance projections captured in the SDBIP form the basis for the mayor's quarterly report.

#### **4.2. MID-YEAR REPORTING**

Section 72 (1) (a) of the MFMA outlines the requirements for mid-year reporting. The accounting officer is required by the 25<sup>th</sup> January of each year to assess the performance of the municipality during the first half of the year taking into account:

- (i) the monthly statements referred to in section 71 of the first half of the year

- (ii) the municipalities service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan;
- (iii) The past year's annual report, and progress on resolving problems identified in the annual report; and
- (iv) The performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities.

Based on the outcomes of the mid-year budget and performance assessment report, an adjustments budget may be tabled if actual revenue or expenditure amounts are materially different from the projections contained in the budget or the SDBIP. The SDBIP is also a living document and may be modified based on the mid-year performance review. Thus the SDBIP remains a kind of contract that holds the Municipality accountable to the community.

### **4.3. ANNUAL REPORTING**

Section 46 (1) of Municipal Systems Act stipulates that a municipality must prepare for each financial year a performance report reflecting

- (a) The municipality's, and any service provider's, performance during that financial year, also in comparison with targets of and with performance in the previous financial year;
- (b) The development and service delivery priorities and the performance targets set by the municipality for the following financial year; and
- (c) Measures that were or are to be taken to improve performance.

Sec 46 (2) further states that an annual performance report must form part of the municipality's annual report in terms of Chapter 12 of the MFMA.

The Financial Performance Report for the First Quarter of the Financial Year 2018/2019

REVENUE

DESCRIPTION	ANNUAL BUDGET	3 MONTHS BUDGET	3 MONTHS ACTUAL	% INCOME	VARIANCE	YEAR TO DATE MOVEMENT	REASONS FOR VARIANCE
Revenue By Source	R	R	R	%	%	R	
Property Rates	14,480,287	3,620,072	3,799,060	105	-5	3,799,060	
Service Charges- Electricity Revenue	8,702,375	2,175,594	2,135,339	98	2	2,135,339	None
Service Charges- Refuse Revenue	2,166,986	541,747	465,996	86	14	465,996	
Rental of facilities and equipment	268,878	67,220	54,927	82	18	54,927	
Interest earned- external investment	2,000,000	500,000	207,684	42	58	207,684	
Interest earned- outstanding debtors	1,404,472	351,118	234,661	67	33	234,661	
Fines	1,136,369	284,092	31,117	11	89	31,117	
Licences and permits	6,690,818	1,672,704	1,634,317	98	2	1,634,317	None

Agency services	2,347,046	586,762	524,783	89	11	524,783	
Transfers and subsidies	166,180,979	41,545,245	55,813,000	134	-34	55,813,000	An amount of ..... From equitable share
Other revenue	27,387,835	6,846,959	44,356	1	99	44,356	
Total Revenue (including Capital transferred)	232,766,045	58,191,511	64,945,241	112	-12	64,945,241	

The Three Months' Budget For The 1<sup>st</sup> Quarter Of 2018/19 Financial Year Amounts To **R64,945,241.00** And The Actual Revenue Collected From 01 July To 30 September 2018 Amounts To **R58,191,511.00(112%)** Compared To The Proportional Percentage Of **100%**.

**OPERATING EXPENDITURE**

DESCRIPTION	ANNUAL BUDGET	3 MONTHS BUDGET	3 MONTHS ACTUAL	% EXPEN DITURE	VARIANCE	YEAR TO DATE MOVEMEN	REASONS FOR VARIANCE
Employee related costs	84,760,535	21,190,134	18,181,876	86	14	18,181,876	Some vacant and funded posts not filled
Remuneration of Councillors	12,865,286	3,216,322	2,973,909	92	8	2,973,909	Upper limits not yet implemented
Debt impairment	5,506,700	1,376,675	-	-	100	-	
Depreciation & asset impairment	8,148,576	2,037,144	-	-	100	-	
Finance charges	1,184,232	296,058	14,681				
Bulk purchases	7,800,000	1,950,000	2,656,131	136	-36	2,656,131	
Other materials	3,583,659	895,915	877,868	98		877,868	
Contracted services	27,981,801	6,995,450	4,639,318	66	34	4,639,318	
Other expenditure	30,527,109	7,631,777	5,953,451	78	22	5,953,451	
<b>TOTAL OPERATING EXPENDITURE</b>	<b>182,357,898</b>	<b>45,589,475</b>	<b>35,297,235</b>	<b>77</b>	<b>23</b>	<b>35,297,235</b>	

The Three Months Budget for the 1<sup>st</sup> Quarter of 2018/19 Financial Year Amounts To **R45, 589,475.00**. The Actual Expenditure from 01 July to 30 June 2018 Amounts To **R35, 297,235.00 (77%)** Compared To The Proportional Percentage Of **100%**.

**CAPITAL EXPENDITURE**

DESCRIPTION	ANNUAL BUDGET	3 MONTHS BUDGET	3 MONTHS ACTUAL	% EXPENDITURE	VARIANCE	YEAR TO DATE MOVEMENT	REASONS FOR VARIANCE
	R		R	%	%		
Assets from own funds	17,679,067	4,419,767	89,100	2	98	89,100	
Assets from Grants and subsidies	46,376,457	11,594,114	2,244,909.80	19	81	2,244,910	
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>64,055,524</b>	<b>16,013,881</b>	<b>2,334,010</b>	<b>15</b>	<b>85</b>	<b>2,334,010</b>	

Payments In Respect Of Capital Projects Funded Internally from 01 July to 30 September 2018 amounts **R89, 100.00 (2%)** against the three months' budget of **R4, 419,767.00**. Payments In Respect Of Capital Projects funded by Grants and Subsidies from 01 July to 30 September 2018 amounts **R2, 244,909.80(19%)** against the three months' budget of **R11, 594,114.00**.

The Total Capital Expenditure from 01 July to 30 September 2018 Amounts **R2, 334,010.00 (15%)** Against The Three Months' Budget of **R16, 013,881.00**.



**DEBTORS**

**Comprehensive analysis of services debtors**

The Net outstanding Service Debtors as at 30 September 2018 amounts to **92,097,045.00** and is made up as follows:

<b>Current Debt</b>	<b>Amount</b>
30 Days	2,143,033.00
60 Days	1,891,572.00
90 Days	17,546,220.00
120+ Days	70,516,220.00

<u>Plus Journals</u>	0
<b>Sub Total</b>	<b>92,097,045.00</b>
<u>Less: Credit Amounts</u>	0
<b>Total</b>	<b>92,097,045.00</b>

The outstanding amount of R92,097,045.00 is divided as follows:

<b>Category</b>	<b>Amount</b>
Organs of State	37,352,874.00
Commercial	5,649,176.00
Households	14,857,187.00
Other	34,237,808.00
<b>Total</b>	<b>92,097,045.00</b>

## DEPARTMENT: LOCAL ECONOMIC DEVELOPMENT AND PLANNING

Key Performance Area(KPA) 1:		Spatial Rationale									
Outcomes 9:		Responsive,Accountable,Effective and Efficient Local Government System									
Outputs :		<ul style="list-style-type: none"> <li>• Implement a differentiated approached 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 the human settlement outcome</li> </ul>									
Key Organisational Strategic Objectives		To enhance conditions for economic growth and job creation To manage and coordinate spatial planning within the municipality									
Project No	Priority Areas(ID P)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(% to target)	Means of verification(POE)	Budget Expenditure
SPATIAL PLANNING											
1.	Spatial Planning	Number of workshop conducted	Spatial planning awareness	2x workshop conducted	4x Spatial awareness workshop conducted	1x workshop conducted	1 x workshop conducted	none	100%	Agenda, Attendance Register, Minutes	Budget R60 000.00 Expenditure
2.	Spatial Planning	Number of settlements demarcated	Demarcation of sites	New Indicator	1 settlement demarcated	Specifications and advertisement	Draft Specification done.	Advertisement not done.	50%	Draft Specifications	Budget R400 000 Expenditure- Nil
3.	Spatial Planning	Percentage of building plans received processed	Processing of building plans received	100% processing of received building plans	100% processing of received building plans	100% processing of received building plans	100%(7 out of 7) of building plans received processed	none	100%	Building Plan Register	Opex
4.	Spatial Planning	Percentage of Land use applications processed	Processing of received land use application	100% Processing of received land use application	100% Processing of received land use applications	100% Processing of received land use applications	100%(1 out of 1)of land use applications received processed	none	100%	Land Use application Register	Opex

Key Performance Area(KPA) 3:		LOCAL ECONOMIC DEVELOPMENT									
Outcomes 9:		Responsive, Accountable, Effective and Efficient Local Government System									
Outputs :		<ul style="list-style-type: none"> <li>Implementation of the community works programme</li> <li>Actions supportive of the human settlement outcome</li> </ul>									
Key Organisational Strategic Objectives		To enhance conditions for economic growth and job creation									
Strategic Objectives		To create a conducive environment and ensure support to key economic sectors (Agriculture, tourism, manufacturing and SMME'S) within the municipality									
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(% to target)	Means of verification(POE)	Budget Expenditure
<b>SPATIAL PLANNING</b>											
5.	Spatial Planning	No of sites pegged	Pegged of sites	180 sites to be pegged	250 sites to be pegged	Advertisement and appointment of service provider	advertisment and appointment done for 150 sites	Insufficient budget. However COGHSTA has been requested to peg the remainder of the sites.	100%	Advertisment and Appointment letter/Purchase Order/ Letter to COGHSTA	Budget R200 000 Expenditure- Nil
<b>LOCAL ECONOMIC DEVELOPMENT</b>											
6.	LED	Number of LED stakeholder engagement held	LED Stakeholder engagements	4x LED forum meetings held	4x LED forum meetings held	1x LED forum meeting held	1x LED forum held on the 27 September 2018	None	100%	Invites, attendance registers, agendas, minutes	Budget R70 377.00 Expenditure-
7.	LED	Number of investor conference held	Investor conference	1x investor conference held	1x investor conference held	Development of specification and bid advertisement for the project	Bid specification developed and approved, and bid has been advertised	None	100%	Bid Specifications report, and advert	Budget R 300 000.00 Expenditure
8.	LED	Number of career EXPO held	Molemole career Expo	1x Career Expo held	1x Career Expo to be held	Review of career Expo concept document	Concept document reviewed, and	None	100%	Reviewed concept document, and	Budget R 180 000.00 Expenditure

					and dialogue, consultation with stakeholders	stakeholders have been consulted through LED forum			consultation attendance register		
<b>Key Performance Area(KPA) 3:</b>											
<b>LOCAL ECONOMIC DEVELOPMENT</b>											
<b>Outcomes 9:</b>											
<b>Responsive, Accountable, Effective and Efficient Local Government System</b>											
<b>Outputs :</b>											
<ul style="list-style-type: none"> <li>• Implementation of the community works programme</li> <li>• Actions supportive of the human settlement outcome</li> </ul>											
<b>Key Organisational Strategic Objectives</b>											
To enhance conditions for economic growth and job creation											
<b>Strategic Objectives</b>											
To create a conducive environment and ensure support to key economic sectors (agriculture, tourism, manufacturing and SMME'S) within the municipality											
<b>Project No</b>	<b>Priority Areas(ID P)</b>	<b>Key performance indicator</b>	<b>Project Name</b>	<b>Baseline</b>	<b>2018/19 Annual Target</b>	<b>Quarterly 1 target</b>	<b>Actual Achievements</b>	<b>Reason for deviation</b>	<b>Progress(% to target)</b>	<b>Means of verification(POE)</b>	<b>Budget Expenditure</b>
<b>LOCAL ECONOMIC DEVELOPMENT</b>											
9.	LED	Number of agriculture graduates capacitated	Youth in agriculture programme	6x Agriculture graduates appointed and capacitated	6x graduates capacitated in agriculture programmes	Capacity building of 6 agriculture graduates	6x graduates have been capacitated at two farms: Elimak & Mapf'resh Produce Enterprise	None	100%	Capacity building report	Budget R 480 000,00 Expenditure
10.	LED	Number of SMME's capacitated	Capacity building of SMME's	20 SMME's capacitated	20 SMME's to be capacitated	Review concept document for the project, consultation with stakeholders	Concept document reviewed, and stakeholders have been consulted through LED forum	None	100%	Reviewed concept document, and consultation attendance register	Budget R180 000,00 Expenditure Nil

GOOD GOVERNANCE AND PUBLIC PARTICIPATION											
Key Performance Area (KPA) 6:		Responsive, Accountable, Effective and Efficient Local Government System									
Outcome 9:		Implement a differentiated approach to municipal financing, planning and support									
Key Organisational Strategic Objectives		Provide an accountable and transparent municipal through sustained public participation, coordination of administration and council committees									
Strategic Objectives		To ensure that good governance and public participation is sustained and enhances transparency and accountability To ensure that institutional arrangements are transparent, efficient and effective									
Project No	Priority Areas (IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (% to target)	Means of verification (POE)	Budget Expenditure
<b>INTERGRATED DEVELOPMENT PLAN</b>											
11.	IDP	Number of IDP/Budget reviewed	Development and review of IDP/Budget	One reviewed IDP/Budget adopted 2017/18 IDP/Budget	Adopted and printed credible 2019/2020	Approved of IDP/Budget process plan by 31 August 2018	IDP/Budget Process Plan approved in August 2018	None	100%	IDP Process Plan, Council Resolution	Budget R 290.527.00 Expenditure Nil
12.	IDP	Number of IDP representative forums held	IDP representative forums	Functional 2017/2018 IDP representative forum	3x IDP repetitive forum meetings coordinated	Establishment of 2018/2019 IDP representative forum meeting	Invitation to the IDP Representative Forum issued.	1 <sup>st</sup> 2018/19 IDP Representative Forum scheduled for 31 October 2018 as per IDP Process Plan	25%	Invitation	Budget R100.000.00 Expenditure Nil
13.	IDP	Number of strategic planning sessions coordinated	Strategic planning sessions	3x strategic planning sessions held	3x strategic planning to be held	Strategic planning session on the implementation of 2018/2019 IDP/Budget priorities	Strategic planning session on the implementation of 2018/19 IDP Budget held in September 2018	None	100%	Attendance Register and Minutes of Extended Management Meeting	Budget R 210 000 Expenditure Nil

GOOD GOVERNANCE AND PUBLIC PARTICIPATION											
Key Performance Area (KPA) 6:			Responsive, Accountable, Effective and Efficient Local Government System								
Outcome 9:			Implement a differentiated approach to municipal financing, planning and support								
Key Organisational Strategic Objectives			Provide an accountable and transparent municipal through sustained public participation, coordination of administration and council committees								
Strategic Objectives			To ensure that good governance and public participation is sustained and enhances transparency and accountability To ensure that institutional arrangements are transparent, efficient and effective								
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 Target	Actual Achievements	Reason for deviation	Progress(% to target)	Means of verification(POE)	Budget Expenditure
<b>INTERGRATED DEVELOPMENT PLAN</b>											
14.	IDP	Number of approved IDP documents printed	Printed IDP documents	200 2017/2018 IDP documents printed	Printing of 200 2018/2019 IDP documents	Printing of 200 2018/2019 IDP documents	200 2018/19 IDP documents Printed	None	100%	Printed IDP documents	Budget 200 000.00 Expenditure
15.	External Audit	Percentage of Audit queries addresses	Audit action plan	New Indicator	100% of Auditor General queries addressed	No target set for the quarter	No target	None	N/A	N/A	Opex
16.	Internal Audit	Percentage of internal audit queries addressed	Audit action plan	New indicator	100% of internal audit queries addressed	25% of internal audit queries addressed	No queries raised in the first quarter	None	N/A	Updated audit action plan	Opex
17.	Risk Management	Percentage of risks resolved within timeframe as specified in the risk register	Risk register	% of risks resolved within the timeframe as specified in the register	100% of risks resolved within the timeframe as specified in the register	100% of the risks resolved with the timeframe as specified in the register	100% of the risks resolved with the timeframe as specified in the register	None	100%	Strategic risk register	Opex
18.	Council	Percentage of council resolutions implemented	Implementation of council resolutions	New indicator	100% of council resolution implemented	100% of council resolutions implemented	0%(0 of 2) of council resolutions implemented		0%	Resolutions and actions (letters/ meetings) addressing resolutions	Opex

19.	Audit committee	Percentage of Audit committee resolutions implemented	Implementation of Audit committee resolutions	New indicator	100% of Audit committee implemented	100% of Audit committee resolutions implemented	No AC resolution taken	None	N/A	N/A	Opex
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## DEPARTMENT : TECHNICAL SERVICES

Key Performance Area (KPA) 2:		BASIC SERVICE DELIVERY									
Outcome 9:		Respective, Accountable ,Effective and Local Government System									
Outputs:		Implement a differentiated approach to municipal financing,planning and support									
Key Organizational Strategic Objectives		<ul style="list-style-type: none"> <li>• To provide sustainable basic services and infrastructure development</li> <li>• To improve /upgrade conditions of municipal roads and storm water infrastructure and maintenance</li> </ul>									
Strategic Objectives		To provide sustainable basic services and infrastructure development									
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(% to target)	Means of verifications (POE)	Budget Expenditure
<b>ROADS AND STORM WATER INFRASTRUCTURE</b>											
20.	Roads and storm water infrastructure	Number of road KM's upgraded	Mohodi to Maponto Gravel to Tar	3.5 km gravel to tar road constructed	Construction of 0.4 km tar road	Preparation of specifications ,advertisement and appointment of the consultants	Specifications approved , tender advertised and consultant appointed	None	100%	Approved specifications , tender advert and appointment letter	Budget R 5705 035.00 Expenditure R 0.00
21.	Roads and storm water infrastructure	Number of Km tarred road constructed	Ramokgopa to Eisleben Gravel to tar	8.5 km gravel to tar road constructed	Construction of 2.5 km road	Appointment of constructor, and site establishment	Contractor appointed, and site established	None	100%	Appointment Letter, and site handover minutes	Budget R 12 208 715 Expenditure R 6 759 063.5
22.	Roads and storm water infrastructure	Approved design report for Capricorn Park	Capricorn park internal street	New indicator	Designs of 5km internal streets	Preliminary Design Report	Preliminary Design Report submitted.	None	100%	Preliminary Design Report	Budget R 1 965 552.00 Expenditure R 1 920 140.63
23.	Roads and storm water infrastructure	Number of road km upgraded	Matipane to Madikana gravel to tar	9.5 km gravel to tar road constructed	Constructions of 1.5 km tar road	Approval of designs, and sites establishment	Specifications approved , tender advertised	Disputes over appointments of service providers on the project	8%	Approved specifications And tender advert	Budget R 7 887 711.00 Expenditure R 0.00
24.	Roads and storm water infrastructure	Number of road km upgraded	Nthabiseng internal streets phase 1	Approved design report	Construction of 1.5 km internal streets	Advertisement and appointment of contractor	Advertised and contractor appointed	None	100%	Tender Advert and appointment letter	Budget R 9 000 000.00 Expenditure R 244 324.80

Key Performance Area (KPA) 2:		BASIC SERVICE DELIVERY									
Outcome 9:		Respective, Accountable, Effective and Local Government System									
Outputs:		Implement a differentiated approach to municipal financing, planning and support									
Key Organizational Strategic Objectives		<ul style="list-style-type: none"> <li>To provide sustainable basic services and infrastructure development</li> <li>To improve /upgrade conditions of municipal roads and storm water infrastructure and maintenance</li> </ul>									
Strategic Objectives		To provide sustainable basic services and infrastructure development									
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress( %to target)	Means of verifications( POE)	Budget Expenditure
<b>SPORTS FACILITY</b>											
25.	Roads and storm water infrastructure	Number of roads and storm water infrastructure bladed	Blading of gravel roads	603 km of gravel roads	603 km of gravel roads bladed and storm water maintained	153km of gravel roads to be bladed and storm water maintained	89.3km of gravel roads to be bladed and storm water maintained	Mechanical Breakdowns	58%	Monthly progress reports	Opex
26.	Sports facilities	Construction of sports complex completed	Mohodi sports complex phase 3	Completed phase 1&2 Mohodi sports complex	Sports complex constructed - combination courts, surfacing of the athletics track, building of abulion block, erection of steel grand stand and parking facility.	Construction of combination courts, surfacing of the athletics track	combination courts constructed and athletics track surfaced	None	100%	Site meeting minutes and Progress Reports	Budget R8 210 052 Expenditure R1 095 490.36
<b>ELECTRICITY NETWORK</b>											
27.	Electricity Network	Number of Electricity meters replaced & installed	Upgrading of Electricity network	480 of Electricity meters replaced & installed	220 Electricity meters installed & replaced	Preparation of specification, advertisement and appointment of service provider	Preparation of specification.	None	33%	Approved specification.	Budget R900,000 Expenditure R 0.00
28.	AG Action Plan	Percentage of audit queries addressed	Audit action plan	New indicator	100% of Auditor general queries addressed	No target	No target	None	N/A	N/A	Opex

29.	Internal Audit	Percentage of internal audit queries addressed	Audit action plan	New Indicator	100% of internal audit queries addressed	25% of internal audit queries addressed	No queries raised in the first quarter	None	N/A	N/A	N/A	Opex
30.	Risk Management	Percentage of risks resolved within timeframe as specified in the risk register	Risk register	% of risks resolved within the 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	50% of risks resolved within the timeframe as specified in the register	The procurement of new technology and latest metering system is at Specification stage.	50%	Strategic risk register		Opex
31.	Council	Percentage of council resolutions implemented	Implementation of council resolutions	New indicator	100% of council resolutions implemented	100% of council resolutions implemented	No council resolutions taken	None	N/A	N/A		Opex
32.	Audit Committee	Percentage of audit committee resolutions implemented	Implement audit committee resolutions	New indicator	100% of audit committee resolutions implemented	100% of audit committee resolutions implemented	No AC resolution taken	None	N/A	N/A		Opex

## DEPARTMENT: COMMUNITY SERVICES

Key Performance Area (KPA) 6:											
Municipal Transformation and Organizational Development											
Responsive, Accountable, Effective and Efficient Local Government System											
Outputs:											
Implement a differentiated approach to municipal financing, planning and support											
Provide an accountable and transparent municipal through sustained public participation, coordination of administration and council committees											
Ensure administrative support to municipal units through continuous institutional development and innovation											
Project No	Priority Areas (IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (% to target)	Means of verifications (POE)	Budget Expenditure
<b>SOCIAL SERVICES AND AMENITIES</b>											
33.	Social Services and Amenities	Developed IWMP	Compilation integrated waste management plan (IWMP)	New indicator	Development of IWMP	Preparation of specification, approval and advertisement	Submitted to specification committee	None	25%	None	Budget R550,000 Expenditure0
34.	Social Services and Amenities	Number of Bulk refuse containers supplied	Supply of Bulk refuse containers	15 x 6m <sup>3</sup> Bulk refuse containers	Supply of 10x 6m <sup>3</sup> Bulk refuse containers	Preparation of specification approval and advertisement	Submitted to specification committee	None	25%	None	Budget R 300,000 Expenditure0
35.	Social Services and Amenities	Number of Furniture items supplied	Supply of Mogwadi Community Hall Furniture	New Indicator	600 x Chairs and 10x tables	Preparation of specification, approval and advertised	Awaiting for an appointment of service provider	None	80%	None	Budget R 200,000 Expenditure0
<b>TRAFFIC AND LICENSING</b>											
36.	Traffic and licensing	Number of roadblock staged within the required timeframes	Law enforcement operations	48 roadblocks staged	48 roadblocks staged	12 roadblocks staged	12 roadblocks staged	None	100%	Roadblock reports.	OPEX
37.	Traffic and licensing	Percentage of drivers licenses examined	Management of drivers licenses	100% of drivers licenses examined	100% of drivers licenses examined	100% of drivers' licenses examined. (1152)	100% of drivers' licenses examined	None	100%	Reconciliation reports, RD reports.	OPEX
<b>Key Performance Area (KPA) 6:</b>				<b>Municipal Transformation and Organizational Development</b>							

Outcome 9:											
Outputs:											
Key Strategic Organizational Objectives and strategic objectives											
Responsive, Accountable, Effective and Efficient Local Government System											
Implement a differentiated approach to municipal financing, planning and support											
Provide an accountable and transparent municipal through sustained public participation, coordination of administration and council committees											
Ensure administrative support to municipal units through continuous institutional development and innovation											
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(%to target)	Means of verifications( POE)	Budget Expenditure
<b>TRAFFIC AND LICENSING</b>											
38.	Traffic and licensing	Percentage of learners licenses examined	Management of learners licenses	100%of Learners licenses clients examined	100%of Learners licenses examined	100%of Learners licenses examined (834)	100%of Learners licenses examined	None	100%	Reconciliation reports, RD reports.	Opex
39.	Traffic and licensing	Percentage of vehicles registered	Management of registration of motor vehicles	100% Motor vehicles registered	100%of received applications for vehicle registration processed	100%of received applications for vehicle registration processed (175)	100%of received applications for vehicle registration processed	None	100%	Reconciliation reports, RD reports.	Opex
40.	AG Action plan	Percentage of audit queries addressed	Audit Action plan	New Indicator	100 of Auditor General queries addressed	No Target	No target	No target	None	N/A	Opex
41.	Internal Audit	Percentage of Internal Audit queries addressed	Audit Action plan	New Indicator	100%of Internal General queries addressed	25% of internal audit queries addressed	25% of internal audit queries addressed	No queries raised in the first quarter	None	Updated audit action plan	Opex
42.	Risk Management	Percentage of risks resolved within the timeframe as specified in the risk register	Risk register	%of risks resolved within the timeframe as specified in the register	100% of risk resolved within the register	100% of risk resolved within the register	100% of risk resolved within the register	100% of risk resolved within the timeframe as specified in the register	None	Strategic risk register	Opex

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											
Key Strategic Organizational Objectives and strategic objectives											
Ensure administration and council committees of administrative support to municipal units through continuous institutional development and innovation											
Project No	Priority Areas (IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 Target	Actual Achievements	Reason for deviation	Progress (% to target)	Means of verifications (POE)	Budget Expenditure
43.	Council	Percentage of council resolutions implemented	Implementation of council resolutions	New indicator	100% of council resolutions implemented	100% of council resolutions implemented	No council resolutions taken	None	N/A	N/A	Opex
44.	Audit committee	Percentage of Audit committee resolutions implemented	Implementation of Audit committee resolutions	New indicator	100% of Audit committee resolutions implemented	100% of Audit committee resolutions implemented	No AC resolution taken	None	N/A	N/A	Opex

**DEPARTMENT: CORPORATE SERVICES**

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									
Key Strategic Organizational Objectives and strategic objectives		Provide an accountable and transparent municipal through sustained public participation, coordination of administration and council committees Ensure administrative support to municipal units through continuous institutional development and innovation									
Project No	Priority Areas (IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (% to target)	Means of verifications (POE)	Budget Expenditure
<b>ADMINISTRATION</b>											
45.	Administrati on	Number of office furniture procured and allocated	Procurement of office furniture	37 office furniture items procured	Procurement of 12 office furniture	Preparation of specification and approval by specification committee, advertisement of the project	Service Provider appointed and furniture items delivered and allocated	None		Approved Specification, Delivery notes, Appointment Letters, Invoices	Budget R100 000 Expenditure R89,100
46.	Administrati on	Number of municipal vehicles procured	Procurement of municipal vehicles	1x municipal bakke procured	Procurement of 2x municipal Sedan	Preparation of specification and approval by specification committee, advertisement of project	Service Provider appointed. Awaiting Delivery of vehicles	None	100%	Approved Specification Delivery notes Appointment Letters Invoices	Budget R 700,000 Expenditure

**HUMAN RESOURCES MANAGEMENT**

Key Performance Area (KPA) 6:											
Municipal Transformation and Organizational Development											
Outcome 9:											
Implement a differentiated, Effective and Efficient Local Government System											
Key Strategic Organizational Objectives and strategic objectives											
Provide an accountable and transparent municipal through sustained public participation, coordination of administration and council committees											
Ensure administrative support to municipal units through continuous institutional development and innovation											
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (%to target)	Means of verifications( POE)	Budget Expenditure
<b>HUMAN RESOURCES MANAGEMENT</b>											
47.	HRM	Approved workplace skills plan and Annual Training report(WSP and ATR submitted to LGSETA)	Development of WSP for submitted to LGSETA	Approved 2017/18 Workplace skills plan	Development of 01 Workplace skills plan (WSP)and Annual Training report (ATR) submitted to LGSETA by 30 April 2018	No Target	None	None	100%	None	Opex
48.	HRM	Number of Employee training programmes coordinated	Training of Employees	06x Training programmes coordinated	4x Employees training programme coordinated	1x Employee training programme coordinated	04 Training programmes coordinated for employees	Additional programmes were also coordinated to empower officials with the requisite skills needed to do their job	100%	Training report, Attendance register	Budget R 450,000 Expenditure R160, 352.5
<b>Key Performance Area (KPA) 6:</b>				<b>Municipal Transformation and Organizational Development</b>							



Outcome 9:											
Outputs:											
Key Strategic Organizational Objectives and strategic objectives											
Project No	Priority Areas (IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (% to target)	Means of verifications (POE)	Budget Expenditure
<b>HUMAN RESOURCES MANAGEMENT</b>											
				Responsive, Accountable, Effective and Efficient Local Government System							
				Implement a differentiated approach to municipal financing, planning and support							
				Provide an accountable and transparent municipal through sustained public participation, coordination of administration and council committees							
				Ensure administrative support to municipal units through continuous institutional development and innovation							
49.	HRM	Number of Councilors training programme coordinated	Training of Councilors	04x Training programmes coordinated	4x Councilors training programme coordinated	1x Councilors training coordinated	01 training program coordinated for councilors	The training budget is in a pool of R600 000 to cater for Councilors and Officials	100%	Training report, Attendance register	Budget R 150,000 Expenditure R 193,200
50.	HRM	Percentage of Bursaries/Loan awarded to officials and Councilors	Internal Bursary/Loans fund	100% of eligible employees and councilors awarded with bursary/Loan in line with available budget	100% of eligible employees and councilors awarded with bursary/Loan in line with available budget	100% of eligible employees and councilors awarded with bursary/Loan in line with available budget	Four (4) employees awarded bursary	None	100%	Bursaries agreements	Budget R 130,272 Expenditure R 80,930
51.	HRM	Number of internship/Experiential training programmes coordinated	Facilitation of internships and experiential training	09 Learners enrolled for experiential training programme and 09 appointed as interns	Facilitate 06 Internships/Experiential training programmes	No Target	No Target	None	None	None	Opex
<b>INFORMATION AND COMMUNICATION TECHNOLOGY</b>											

<b>Key Performance Area (KPA) 6: Municipal Transformation and Organizational Development</b>											
<b>Outcome 9: Responsive, Accountable, Effective and Efficient Local Government System</b>											
<b>Outputs:</b>											
<b>Key Strategic Organizational Objectives and strategic objectives</b>											
<b>Project No</b>	<b>Priority Areas(IDP)</b>	<b>Key performance indicator</b>	<b>Project Name</b>	<b>Baseline</b>	<b>2018/19 Annual Target</b>	<b>Quarterly 1 target</b>	<b>Actual Achievements</b>	<b>Reason for deviation</b>	<b>Progress (%to target)</b>	<b>Means of verifications( POE)</b>	<b>Budget Expenditure</b>
<b>HUMAN RESOURCES MANAGEMENT</b>											
52.	HRM	Employment equity report submitted to DOL	Employment equity report	1x employment equity report submitted to DOL	1X Employment equity report submitted to DOL by January 2018	1X Draft employment equity plan developed	1x Draft Employment Equity plan developed	None	100%	Employment equity plan	Opex
53.	HRM	Installation of fire detectors and alarm system	Fire detectors and alarm system	New indicator	Installation of fire detection system at Mogwadi Civic Center	Preparation of specification and approval by committee advertisement project	RFQ out for the supply and installation of fire equipment				Budget R100,000 Expenditure
<b>INFORMATION AND COMMUNICATION TECHNOLOGY</b>											
54.	ICT	Number of ICT systems maintained and licenced	Maintenance of IT systems and licences	7x ICT systems maintained and licenced (Microsoft, Symantec and backup exec, Vennus, Payday and GIS licences are in place)	9X ICT systems maintained and licenced	2x ICT systems maintained and licenced (Payday and teamate licences)	4x ICT system licences have been renewed.	2 more ICT system licences were expired.	100%	Invoice, order	Budget R 2,039,986 Expenditure R 588,000
<b>Key Performance Area (KPA) 6:</b>				<b>Municipal Transformation and Organizational Development</b>							

Outcome 9: Responsive, Accountable, Effective and Efficient Local Government System											
Outputs:											
Key Strategic Organizational Objectives and strategic objectives											
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(%to target)	Means of verifications( POE)	Budget Expenditure
<b>COUNCIL SUPPORT</b>											
55.	ICT	Percentage of implementation of DRP	Implementation of Disaster recovery plan	File server in place Backup are done on external hard drives	100% implementation for disaster recovery plan	Specification approved. Project advertised.	None	None	100%	Minutes, approved specification, Attendance register	Budget R 4,5 million Expenditure
56.	Council Support	Number of ward committee capacity building programme coordinated	Ward committee capacity building programme	1x ward committee capacity building programme	Coordinate 2x Ward committees capacity building programmes	Coordinate 1x ward committees capacity building programme	1x ward committees capacity building programme	None	100%	Certificates, Attendance register	Opex Budget R 400,000 Expenditure R
57.	Council Support	Number of ward committee conference	Ward committee conference held	1x Ward committee conference	1x Ward committee conference	No Target	No target	None	N/A	None	Budget R 1000,000 Expenditure
58.	AG Action Plan	Percentage of audit queries addressed	Audit action plan	New indicator	100%of Auditor General queries addressed	No Target	No target	None	N/A	None	Opex

Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(%to target)	Means of verifications( POE)	Budget Expenditure
59.	Internal Audit	Percentage of internal audit queries addressed	Audit action plan	New indicator	100% of internal audit queries addressed	25%of internal audit queries addressed	50%(2 of 4) of internal audit queries addressed		50%	Updated audit action plan	Opex
<b>COUNCIL SUPPORT</b>											
60.	Risk Management	Percentage of risks resolved within the timeframe as specified in the risk register	Risk register	%of risks resolved within the timeframe as specified in the register	100% of risk resolved within the timeframe as specified in the register	100% of risk resolved within the timeframe as specified in the register	100% of risk resolved within the timeframe as specified in the register	None	100%	Strategic risk register	Opex
61.	Council	Percentage of council resolutions implemented	Implementation of council resolutions	New indicator	100%of council resolutions implemented	100% of council resolutions implemented	100% of Council resolutions implemented	None	100%	Resolutions and actions (letters/meetings) addressing resolutions	Opex
62.	Audit committee	Percentage of Audit committee resolutions implemented	Implementation of Audit committee resolutions	New indicator	100% of Audit committee resolutions implemented	100% of Audit committee resolutions implemented	0% of (0 of 3) audit committee resolutions implemented		0%		Opex

## MUNICIPAL MANAGER'S OFFICE

GOOD GOVERNANCE & PUBLIC PARTICIPATION											
Key Performance Area (KPA) 5:			Responsive, Accountable, Effective and Efficient Local Government System								
Outcome 9:			Deepen democracy through a refined ward committee model								
Outputs:			Administration and financial capability								
Key Strategic Organizational Objectives and strategic objectives			To ensure that institutional arrangements are transparent efficient and effective To ensure that good governance and public participation is sustained and enhances transparency and accountability								
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(%to target)	Means of verifications( POE)	Budget Expenditure
<b>LEGAL ADVISORY SERVICES</b>											
63.	Legal Advisory services	Percentage of cases instituted and defended	Litigation Management	100%of cases instituted and defended	100%of cases instituted and defended	100%of cases instituted and defended	100%of cases instituted and defended	n/a	100%	None	Budget R 842 400.00 Expenditure
64.	Legal Advisory services	Percentage of legal advises provided	Provision of legal advisory services	100%of legal advises provided	100%of legal advises provided	100%of legal advises provided	100% of legal advises provided	n/a	100%	1x Legal Advise	Opex
65.	Legal Advisory services	Percentage of by-laws reviewed	Review of by-laws	100% of by-laws reviewed	100% of bylaws reviewed	100% of bylaws reviewed	No by law to be reviewed	n/a	100%	None	Budget R 208 673
<b>COMMUNICATIONS</b>											
66.	Communications	Number of printing and publications done	Printing of newsletters	12000 x newsletters printed	10 000 x newsletters printed	Advertisements and appointment of service provider	RFQ and SLA drafted	Municipality looking to procure long term services as such SLA needed in order to ensure terms and conditions met	20%		Budget R 950 000 Expenditure

INTERNAL AUDIT											
Key Performance Area (KPA) 5 :					GOOD GOVERNANCE & PUBLIC PARTICIPATION						
GOOD GOVERNANCE & PUBLIC PARTICIPATION											
Key Performance Area (KPA) 5 :											
Outcome 9:											
Outputs:											
<ul style="list-style-type: none"> <li>• Deepen democracy through a refined ward committee model</li> <li>• Administration and financial capability</li> </ul>											
Key Strategic Organizational Objectives and strategic objectives											
To ensure that institutional arrangements are transparent efficient and effective											
To ensure that good governance and public participation is sustained and enhances transparency and accountability											
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(%to target)	Means of verifications( POE)	Budget Expenditure
COMMUNICATIONS											
			Printing of Diaries, Calendars and Know your leaders	-500 x Diaries -1500 x Calendars -1000 x Know your leaders	-1000 x Diaries 1500 x Calendars -1000 x Know your leaders	Appointment of service provider	RFQ done awaiting appointment	Delayed advertising	50%		
			Printing annual report	100X Annual report printed	100% Annual report printed	No Target	none	none	none		
67.	Communications	Number of Event Management Equipment procured	Procurement of Event Management Equipment	Procured Branding material	Procured of National Corporate Flags, Municipal Branding and Load hailleurs	Appointment of service provider municipal and National Corporate, Flags, Loud Hailers and Municipal Branding Material	RFQ developed to be advertised	Design of Municipal flag yet to be approved Budget allocation incorrectly captured for another item	20%		Budget R 150,000 Expenditure

Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System									
Outputs:		<ul style="list-style-type: none"> <li>Deepen democracy through a refined ward committee model</li> <li>Administration and financial capability</li> </ul>									
Key Strategic Organizational Objectives and strategic objectives		To ensure that institutional arrangements are transparent efficient and effective To ensure that good governance and public participation is sustained and enhances transparency and accountability									
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(%to target)	Means of verifications( POE)	Budget Expenditure
<b>INTERNAL AUDIT</b>											
68.	Communications	Percentage of municipal activities published and marketed	Marketing, Publicity and Advertised	100% of municipal Activities marketed and published	100% of Municipal Activities marketed, advertised and published	100% of Municipal Activities marketed, advertised, and published	All municipal activities publicised and advertised	None	100%		Budget R 342,225 Expenditure
69.	Internal Audit	Information Technology(IT) Audit conducted	IT Audit application control	New indicator	IT Audit application control conducted	Approval of specifications and averts	Draft specifications done.	Consultation on the draft specifications.	10%	Specification, advert, appointment letter Final IT audit report.	Budget R 500 000 Expenditure R0
70.	Internal Audit	Number of Audit steering committee meetings coordinated	Audit Steering committee meetings	4x Audit steering committee Meetings coordinated	1x Audit steering committee meeting coordinated	1x Audit steering committee meeting coordinated	1x Audit steering committee meeting coordinated	None	100%	Minutes, Attendance register	Opex
71.	Internal Audit	Number of performance audit reports submitted to council	Performance Audits	4x Performance audits report submitted to council	4x Performance audits report submitted to council	1x Performance audits report submitted to council	1x Performance audit report submitted to council	None	100%	Performance audit report	Opex
Key Performance Area (KPA) 5 :		<b>GOOD GOVERNANCE &amp; PUBLIC PARTICIPATION</b>									
Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System									
Outputs:		<ul style="list-style-type: none"> <li>Deepen democracy through a refined ward committee model</li> <li>Administration and financial capability</li> </ul>									
Key Strategic Organizational Objectives and strategic objectives		To ensure that institutional arrangements are transparent efficient and effective To ensure that good governance and public participation is sustained and enhances transparency and accountability									

72.	Internal Audit	Number of audit committee meetings coordinated	Audit committee meetings	6X Committee meetings coordinated	4x Audit committee meeting coordinated	1x Audit committee meeting coordinated	1x Audit committee meeting coordinated	None	100%	Minutes, Attendance register, Audit Committee quarterly reports	Opex
<b>RISK MANAGEMENT</b>											
73.	Risk management	Number of risk management committee meetings	Risk management committee meeting	4x Risk management committee meetings coordinated	4x Risk management committee meetings coordinated	1x Risk management committee meetings coordinated	1 Risk management committee meetings coordinated	None	100%	None	Opex
74.	Risk management	Number of strategic risk assessment report compiled	Strategic Risk Assessment	One 2018/2019 Strategic risk assessment conducted and report compiled	One 2019/2020 Strategic risk assessment conducted and report compiled	No Target	No target	None	No target	None	Opex
75.	Risk management	Number of operational risk assessment report compiled	Operational risk assessment	One 2018/19 Operational risk register	One 2019/20 Operational risk register compiled	No Target	<b>No target</b>	None	No target	None	Opex
76.	Risk management	Number of Fraud awareness campaign conducted	Fraud Awareness Campaigns	Two Fraud awareness campaign conducted	Two Fraud awareness campaign conducted	Two Fraud awareness campaign conducted	No target	None	No target	None	Opex



GOOD GOVERNANCE & PUBLIC PARTICIPATION											
Key Performance Area (KPA) 5 :											
Outcome 9:											
Outputs:											
Key Strategic Organizational Objectives and strategic objectives											
			<ul style="list-style-type: none"> <li>• Deepen democracy through a refined ward committee model</li> <li>• Administration and financial capability</li> </ul>								
			To ensure that institutional arrangements are transparent efficient and effective								
			To ensure that good governance and public participation is sustained and enhances transparency and accountability								
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(%to target)	Means of verifications( POE)	Budget Expenditure
<b>PERFORMANCE MANAGEMENT SYSTEM</b>											
77.	PMS	Number of performance Assessment conducted	Performance Assessment of Snr Managers	2x 2017/18 Snr Managers performance assessments conducted	4x Performance assessment conducted	1x Performance assessment conducted	Achieved Snr Managers performance assessments conducted	None	100%	Performance assessment reports, attendance registers	Opex
78.	PMS	Annual performance report compiled	Annual performance report	2016/17 Annual performance report compiled and submitted	2017/18 Annual performance report compiled and submitted	Compilation of 2017/18 Annual performance report	Achieved Annual performance report compiled and submitted	None	100%	Annual performance report	Opex
79.	PMS	Annual Report (AR) compiled and submitted	Compilation of Annual report	Approved 2016/17 AR	2017/18 Annual report compiled	No Target	None	None	0%	None	Opex
80.	PMS	Service delivery and budget implementation plan(SBDIP) consolidated	Consolidation of 2019/2020 SDBIP	Approved 2018/19 SDBIP	Approved 2019/20 SDBIP	No Target	None	None	0%	None	Opex
81.	PMS	Service delivery and budget implementation plan(SBDIP) consolidated	Reviewed of 2018/2019 SDBIP	Reviewed 2017/18 SDBIP	Reviewed of 2018/2019 SDBIP	No Target	None	None	0%	None	Opex

<b>Key Performance Area (KPA) 5 :</b>											
<b>Outcome 9:</b>											
<b>Outputs:</b>											
<b>Key Strategic Organizational Objectives and strategic objectives</b>											
<b>GOOD GOVERNANCE &amp; PUBLIC PARTICIPATION</b>											
<b>Responsive, Accountable, Effective and Efficient Local Government System</b>											
<ul style="list-style-type: none"> <li>• Deepen democracy through a refined ward committee model</li> <li>• Administration and financial capability</li> </ul>											
To ensure that institutional arrangements are transparent efficient and effective											
To ensure that good governance and public participation is sustained and enhances transparency and accountability											
<b>Project No</b>	<b>Priority Areas(DDP)</b>	<b>Key performance indicator</b>	<b>Project Name</b>	<b>Baseline</b>	<b>2018/19 Annual Target</b>	<b>Quarterly 1 target</b>	<b>Actual Achievements</b>	<b>Reason for deviation</b>	<b>Progress(%to target)</b>	<b>Means of verification(P OE)</b>	<b>Budget Expenditure</b>
<b>PERFORMANCE MANAGEMENT SYSTEM</b>											
82.	PMS	Number of PMS Implementation reports	PMS Automated System	New indicator	4x PMS Implementation reports	1x Report	Not achieved	System not yet procured	0%	None	Opex
<b>OFFICE OF THE MAYOR</b>											
83.	Office of the Mayor	Number of HIV/AIDS council meetings held	HIV/AIDS council meetings	1x HIV/AIDS council meeting held	Coordinate 4x HIV/AIDS council meetings	1x HIV/AIDS Council meeting coordinated	1x HIV/AIDS Council meeting coordinated	None	100%	Attendance registers	Opex
84.	Office of the Mayor	Number of Youth activities/events coordinated	Youth Development programmes	4x Youth programme	Coordinate 4x Youth forum meetings	1x Youth forum meeting coordinated	1x Youth forum meeting coordinated	None	100%	Attendance registers	Opex
85.	Office of the Mayor	Number of Women and children activities/events coordinated	Women and Children development programmes	2x Women Caucus held	Coordinate 4x Women/children meetings	1x women/children meetings	1x women/children meetings	None	100%	Attendance registers	Opex
<b>GOOD GOVERNANCE &amp; PUBLIC PARTICIPATION</b>											
<b>Responsive, Accountable, Effective and Efficient Local Government System</b>											
<b>Outcome 9:</b>											
<b>Outputs:</b>											
<b>Key Strategic Organizational Objectives and strategic objectives</b>											
<ul style="list-style-type: none"> <li>• Deepen democracy through a refined ward committee model</li> <li>• Administration and financial capability</li> </ul>											
To ensure that institutional arrangements are transparent efficient and effective											
To ensure that good governance and public participation is sustained and enhances transparency and accountability											

Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress(%to target)	Revised Target	Budget Expenditure
<b>OFFICE OF THE MAYOR</b>											
86.	Office of the Mayor	Number of activities/events related to people with disability coordinated	Disability development programmes	3x Disability forum held	Coordinate 4x disability forum meeting	1x disability forum meeting	1x disability forum meeting held	None	100%	Attendance register/Minutes	Opex
87.	Office of the Mayor	Number of older person activities/events coordinated	Older persons programmes	4x Older person events	Coordinate 4x older persons meetings	One older persons forum meeting coordinated	One older persons forum meeting coordinated	None	100%	Attendance register/Minutes	Opex
88.	AG action plan	Percentage of audit queries addressed	Audit action plan	%of Auditor General queries addressed	100% of Auditor general queries addressed	No target	No target	None	N/A	N/A	Opex
89.	Internal Audit	Percentage of internal audit queries addressed	Audit action plan	New indicator	100%of internal audit queries addressed	25%of internal audit queries addressed	73%(16 of 22) of internal audit queries addressed	Cascading PMS to all officials and Procurement of PMS System not yet done.	73%	Updated audit action plan	Opex
90.	Risk Management	Percentage of risks resolved within timeframe as specified in the risk register	Risk register	%of risks resolved within the timeframe as specified in the 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	100%of risks resolved within the timeframe as specified in the register		0%	Updated audit action plan	Opex
91.	Council	Percentage of Council resolutions implemented	Implementation of council resolutions	New indicator	100% of Audit council resolutions implemented	100% of Audit council resolutions implemented	100%(01 of council resolutions implemented	None	100%	Resolutions and actions (letters/meetings) addressing resolutions	Opex
92.	Audit committee	Percentage of audit committee resolutions implemented	Implementation of Audit committee resolutions	New indicator	100%of audit committee meetings implemented	100%of audit committee meetings implemented	86% of audit committee meetings resolutions implemented		86%		Opex

**BUDGET AND TREASURY**

Key Performance Area (KPA) 4 :		MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT									
Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System									
Outputs: 1 & 7:		<ul style="list-style-type: none"> <li>Implement a differentiated approach to municipal financing, planning and support</li> <li>Administration and financial capability</li> </ul> To ensure sound and stable financial management									
Key Strategic Organizational Objectives and strategic objectives		BUDGET AND REPORTING									
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (%to target)	Means of verification (POE)	Budget Expenditure
93.	Budget and Reporting	Approved credible adjustment budget as per MBRR	An approved adjustment budget	2017/18 Adjustment budget approved	Approved credible adjustment budget as per MBRR	No Target	N/A	N/A	N/A	N/A	Opex
94.	Budget and Reporting	Draft 2019//20 annual budget tabled	2019/20 Draft annual budget	Adopted 2018/19 budget	Draft 2019/20 annual budget tabled	No Target	N/A	N/A	N/A	N/A	Opex
95.	Budget and Reporting	2019/20 Annual budget adopted	2019/20 Annual budget adopted	Approved 2018/19 budget	Annual budget adopted	No Target	N/A	N/A	N/A	N/A	Opex
96.	Budget and Reporting	Annual Financial Statements submitted to the Auditor General	Submission of Annual Financial Statements	2016/17 AFS submitted	2017/18 Annual financial statement submitted to the Auditor General	2017/18 Annual financial statement submitted to the Auditor General	2017/18 Annual financial statement submitted to the Auditor General	None	100%	Acknowledgment letter Signed AFS	Budget R900 000.00 Expenditure R764,290.00
97.	Budget and Reporting	Number of Section 71 reports submitted	Submission of Section 71 reports	12 Section 71 reports submitted	3x Section 71 reports submitted	3x Section 71 reports submitted	3x Section 71 reports submitted	None	100%	Acknowledgment letter Signed section 71 reports	Opex

MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT											
Key Performance Area (KPA) 4 :			Responsive, Accountable, Effective and Efficient Local Government System								
Outcome 9:			<ul style="list-style-type: none"> <li>Implement a differentiated approach to municipal financing, planning and support</li> <li>Administration and financial capability</li> </ul>								
Outputs: 1 & 7:			To ensure sound and stable financial management								
Key Strategic Organizational Objectives and strategic objectives											
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (%to target)	Means of verification s(POE)	Budget Expenditure
<b>BUDGET AND REPORTING</b>											
98.	Budget and Reporting	Number of Section 52 reports submitted	Submission of section 52 reports	4x Quarterly reports submitted	4x Quarterly Report	1x Report submitted	1x Report submitted	None	100%	Council resolution Signed section 52 reports	Opex
99.	Budget and Reporting	Number of MSCOA post implementation reports	MSCOA post implementation plan	4x Report submitted	4x Quarterly report submitted	1x Quarterly Report	1x Quarterly report	None	100%	Council resolution Signed MSCOA post implementation reports	Opex
100.	Budget and Reporting	2018/19 Section 72 (mid-year) report submitted	Compilation of 2018/19 Section 72 report	2017/18 Section 72 report	Section 72 report submitted	No Target	N/A	N/A	N/A	N/A	Opex

**SUPPLY CHAIN MANAGEMENT**

**MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT**

**Key Performance Area (KPA) 4 :**

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

**Outcome 9:**

- Implement a differentiated approach to municipal financing, planning and support
- Administration and financial capability

**Key Strategic Organizational Objectives and Strategic objectives**

**To ensure sound and stable financial management**

Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (%to target)	Means of varication's (POE0	Budget Expenditure
<b>SUPPLY CHAIN MANAGEMENT</b>											
101.	Supply chain Management	Number of infrastructure assets revaluation reports	Revaluation of infrastructure Assets	2017/18 infrastructure of assets revaluation reports	Revaluation of 5X infrastructure Assets	No Target	No Target	None	No Target	None	Budget R 800 000.00 Expenditure R0
102.	SCM	Number of fixed assets register (FAR) & general ledger (GL) reconciliation	Fixed Assets register reconciliation report	12x FAR and GL reconciliation	12x FAR and GL reconciliation	3x Monthly reconciliation	3x Monthly reconciliation	None	100%	Monthly Reconciliations	Opex
103.	SCM	Number of Asset verification reports	Physical Assets Verification	2x Physical assets verification reports	2x Physical assets verification reports	No Target	No Target	None	No Target	None	Opex
104.	SCM	Number of inventory Count reports	Inventory Count	4X Inventory Count reports	4X Inventory Count reports	1x Inventory count report	1 x quarterly Inventory count performed	None	100%	1x Inventory count report	Opex
105.	SCM	Signed procurement plan	Procurement plan	Signed Procurement plan	Signed Procurement plan	1x Signed procurement plan	Signed Procurement plan	None	100%	Procurement plan	Opex
106.	SCM	Number of SCM performance reports	Supply Chain Management(S CM) performance plan	4x SCM performance reports	4x SCM performance reports	1x SCM performance reports	1x SCM performance reports performed	None	100%	1x SCM performance reports	Opex

**REVENUE COLLECTION**

107.	Revenue Management	Cost recovery implementation analysis	Revenue collection percentages	Low revenue collection on billed accounts	100% collection in billed revenue	25% revenue collected on billing	15% revenue collected on billing	Implementation of Credit Control and Debt Collection processes not yet finalised.	60%	BS 902 Report from Solar/Financial system report.	Opex
108.	Revenue Management	Reclassification of debtors accounts	MSCOA compliant debtors classification report	Debtors data transferred from Venus to Solar	Transfer of opening balances from Venus to solar	Specification, Advert and appointment	Not Achieved	Errors Debtors Assessment analysis has been conducted by the Municipality/Kagiso Trust officials.	0%	Debtors completeness assessment report	Budget R 500 000.00 Expenditure 007 First process funded by COGHSTA with a budgeted amount of R 1 7 Million indirectly provided to the Municipality
109.	Revenue Management	Maintenance of the MPRA compilation General valuation roll	Supplementary valuation roll	MPRA compilation General valuation roll	Maintenance of the General Valuation roll and the development of the supplementary valuation roll	Maintenance of the General Valuation	The supplementary valuation roll has been uploaded to the system properties and the property deeds verification system is fully functional.	N/A	100%	Supplementary valuation roll.	Budget R 300 000.00 Expenditure

Key Performance Area (KPA) 4 :		MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT									
Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System									
Outputs: 1 & 7:		<ul style="list-style-type: none"> <li>Implement a differentiated approach to municipal financing, planning and support</li> <li>Administration and financial capability</li> </ul>									
Key Strategic Organizational Objectives and strategic objectives		To ensure sound and stable financial management									
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (%to target)	Means of verification( POE)	Budget Expenditure
<b>REVENUE COLLECTION</b>											
110.	Revenue Management	Debtors reconciliations	Debtors reconciliations	Number of Debtors reconciliation	12x Debtors reconciliation	3x Debtors reconciliation	3 X Debtors reconciliation done	None	100%	Debtors reconciliations reports	Opex
111.	Revenue Management	Traffic and Licensing reconciliation report	Traffic and Licensing reconciliation report	12x Traffic and Licensing reconciliation report	12x Traffic and Licensing reconciliation report	3x Traffic and Licensing reconciliation report	3 X Traffic and Licensing reconciliation done	None	100%	Traffic and Licensing reconciliation reports	Opex
112.	Revenue Management	Number of updated UIF register	Unauthorized irregular and fruitless and wasteful expenditure (UIF)	4x updated UIF register	4x updated UIF register	1x updated UIF register	1x updated UIF register	None	100%	UIF Register	Opex
<b>EXPENDITURE MANAGEMENT</b>											
113.	Expenditure management	Number of salary reports	Salary reconciliations reconciled to General Ledger	12 Salary reconciliation reports	12 Salary reports reconciled to General Ledger	3x Salary reconciliation reports	3x Salary reconciliation reports	None	100%	Salary report, and reconciliation	Opex
114.	Expenditure management	Number of VAT 201 reconciliations submitted to SARS	VAT 201 reconciliations	6x VAT 201 reconciliations submitted to SARS	6x VAT 201 reconciliations submitted to SARS	2x VAT 201 reconciliation reports submitted to SARS	1x VAT 201 reconciliations reports submitted to SARS	1x VAT 201 reconciliation reports submitted to SARS	100%	VAT 201 reconciliation	Opex



Key Performance Area (KPA) 4 :		MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT									
Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System									
Outputs: 1& 7:		<ul style="list-style-type: none"> <li>Implement a differentiated approach to municipal financing, planning and support</li> <li>Administration and financial capability</li> </ul>									
Key Strategic Organizational Objectives and strategic objectives		To ensure sound and stable financial management									
Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 target	Actual Achievements	Reason for deviation	Progress (%to target)	Means of verification	Budget Expenditure
<b>EXPENDITURE MANAGEMENT</b>											
115.	Expenditure management	Number of Expenditure on staff benefits reports reconciled to General Ledger	Expenditure on staff benefits(MFMA section 66)	12 Reports on Expenditure on staff benefits completed	12 x Expenditure on staff benefits reports reconciled to the General Ledger	3 x Expenditure on staff benefits reports reconciled to the General Ledger	3 x Expenditure on staff benefits reports reconciled to the General Ledger	None	100%	Salary report, Salary reconciliation	Opex
116.	Expenditure management	Number of Petty Cash reconciliations and registers	Petty Cash reconciliations registers	12x Petty Cash reconciliation and registers completed	12x Petty Cash reconciliation and registers	3 x Petty Cash reconciliation reports	3 x Petty Cash reconciliation reports	None	100%	Petty Cash reconciliation journal	Opex
117.	Expenditure management	Number of updated retention registers	Retention register	4x Updated retention register	4x Updated retention register	1x Updated retention register	1x Updated retention register	None	100%	Retention register	Opex
118.	Expenditure management	Number of creditors reports reconciled	Creditor's reconciliation reports	12x Creditors reports reconciled	12x Creditors reconciliation reports	3x Creditors reconciliation reports	3x Creditors reconciliation reports	None	100%	Creditors Recon, Creditors ageing analysis	Opex
119.	Expenditure management	Number of UIF register update of UIF register	Unauthorised, irregular and wasteful expenditure register (UIF)	4x updated UIF register	4x updated UIF register	1x updated UIF register	1x updated UIF register	None	100%	UIF Register	Opex

Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 Target	Actual Achievements	Reason for deviation	Progress(%to target)	Means of verifications( POE)	Budget Expenditure
120.	AG action plan	Percentage of audit queries addressed	Audit action plan	%of Auditor General queries addressed	100% of Auditor general queries addressed	No target	No target	None	N/A	N/A	Opex
121.	AG action plan	Percentage of internal audit queries addressed	Audit action plan	%of internal audit queries addressed	100% of internal audit queries addressed	25% of internal audit queries addressed	75% (9 of 16) of internal audit queries addressed		67%	Updated audit action plan	Opex
122.	Risk Management	Percentage of risks resolved within timeframe as specified in the risk register	Risk register	%of risks resolved within the timeframe as specified in the 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	100%of risks resolved within the timeframe as specified in the register	Credit Control Policy and Debt Collection Policy will be implemented on the 31 October 2018 an agreements forms currently signed by customer.	0%	Strategic risk register	Opex

Project No	Priority Areas(IDP)	Key performance indicator	Project Name	Baseline	2018/19 Annual Target	Quarterly 1 Target	Actual Achievements	Reason for deviation	Progress(%to target)	Means of verifications( POE)	Budget Expenditure
123.	Council	Percentage of Council resolutions implemented	Implementation of council resolutions	New indicator	100% of council resolutions implemented	100% of council resolutions implemented	100% of council resolutions implemented	None	100%		Opex
124.	Audit committee	Percentage of audit committee resolutions implemented	Implementation of Audit committee resolutions	New indicator	100%of audit committee meetings resolutions implemented	100%of audit committee meetings resolutions implemented	83% (2 of 12)of audit committee resolutions implemented		83%	Resolutions and actions (letters/meetings) addressing resolutions	Opex

  
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**MOSENA M.L**  
**MUNICIPAL MANAGER**

13/11/2018  
 .....  
**DATE**