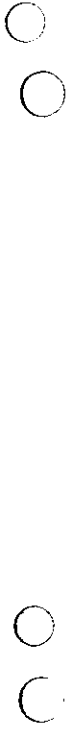


Molemole Municipality

2017/2018

REVIEWED 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. Amendment of the SDBIP must be approved by council upon budget adjustment.

The final Reviewed SDBIP is presented as reflected below:

1. Projected Monthly Revenue by Source

LIM353 Molemole - Supporting Table SA25 Budgeted monthly revenue and expenditure Budget Year 2017/18																
Description	Ref	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	Budget Year 2017/18	Budget Year +1 2018/19	Budget Year +2 2019/20
<u>Revenue</u>																
<u>By Source</u>																
Property rates		958	1,022	1,086	971	1,073	1,022	1,022	1,181	1,013	1,057	1,313	1,013	13 725	13,483	14,265
Service charges - electricity revenue		245	951	646	467	545	588	638	561	703	846	988	2,733	8 057	10,495	11,103
Service charges - water revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges - sanitation revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges -		-	-	-	-	-	-	-	-	-	-	-	2,05	2,055	2,177	2,303

Total Revenue (excluding capital transfers and contributions)	55,197	3,516	3,065	2,726	3,171	45,492	8,229	3,272	34,324	3,208	4,018	5,748	171,965	189,381	194,188
Expenditure By Type	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee related costs	5,462	5,917	5,758	5,917	5,704	6,098	5,791	6,912	7,168	7,424	7,680	10,555	80,387	85,919	91,898
Remuneration of councillors	757	799	871	1,019	945	945	945	1,046	1,085	1,123	1,162	2,694	13,391	14,195	15,188
Debt impairment	315	354	290	587	456	478	588	407	215	522	430	552	5,195	5,491	5,799
Depreciation & asset impairment	569	659	650	633	608	570	670	663	591	520	548	519	7,200	7,610	8,037
Finance charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bulk purchases	729	752	884	848	633	763	812	837	868	899	930	519	9,474	10,014	10,575
Other materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contracted services	253	253	253	253	253	253	414	414	414	414	414	414	4,000	4,228	4,465
Transfers and subsidies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other expenditure	1,601	2,166	3,109	2,369	4,435	4,219	2,391	3,838	3,197	2,316	4,376	12,897	46,913	51,328	47,288
Loss on disposal of	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



PPE																									
Total Expenditure	9,685	10,900	11,815	11,611	14,117	13,538	13,219	15,540	28,151	166,560	178,785	183,248													
Surplus/(Deficit)	45,512	(7,384)	(8,750)	(3,382)	(10,845)	20,786	(10,011)	(11,522)	(22,403)	5,405	10,596	10,939													
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	10,147	-	-	-	-	16,629	-	-	-	38,762	37,622	39,632													
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Institutions)																		
Transfers and subsidies - capital (in-kind - all)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	55,659	(7,384)	(8,750)	(8,899)	(9,862)	44,151	(3,382)	(10,845)	37,415	(10,011)	(11,522)	(22,403)	44,167	48,218	50,571			
Taxation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Attributable to minorities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Share of surplus/(deficit) of associate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	55,659	(7,384)	(8,750)	(8,899)	(9,862)	44,151	(3,382)	(10,845)	37,415	(10,011)	(11,522)	(22,403)	44,167	48,218	50,571			

LIM353 Molemole - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2017/18												Medium Term Revenue and Expenditure Framework				
		July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	Budget Year 2017/18	Budget Year +1 2018/19	Budget Year +2 2019/20		
R thousand																		
<u>Revenue by Vote</u>	-																	
Vote 1 - CORPORATE SERVICES		1,218	-	-	-	-	913	92	-	913	-	341	(0)	3,477	458	485		
Vote 2 - PLANNING & ECONOMIC DEVELOPMENT		9	9	5,599	9	9	9	9	9	9	9	9	9	5,698	16,504	15,821		
Vote 3 - MUNICIPAL MANAGER		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Vote 4 - MAYORS OFFICE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Vote 5 - BUDGET AND TREASURY		53,260	486	4,263	1,308	1,443	42,177	1,319	1,456	32,295	1,478	1,700	774	141,959	148,194	152,272		
Vote 6 - COMMUNITY SERVICES		815	560	795	917	1,014	1,348	929	813	743	772	901	1,153	10,761	10,337	10,923		
Vote 7 - TECHNICAL SERVICES		9,377	1,387	701	621	867	11,875	843	616	16,319	1,081	1,247	3,899	48,832	51,510	54,320		
Total Revenue by Vote		64,679	2,443	11,358	2,854	3,333	56,322	3,192	2,894	50,279	3,340	4,197	5,836	210,727	227,003	233,820		

Expenditure by Vote to be appropriated	-																				
Vote 1 - CORPORATE SERVICES	2,983	2,295	2,319	2,319	2,760	2,604	2,865	2,301	2,406	2,511	2,616	1,532	29,511	30,892							32,720
Vote 2 - PLANNING & ECONOMIC DEVELOPMENT	367	592	697	345	520	1,250	542	908	724	752	993	803	8,492	12,206							7,896
Vote 3 - MUNICIPAL MANAGER	1,044	1,228	1,361	1,369	1,874	1,926	1,184	1,133	2,206	2,867	1,747	4,389	22,329	23,838							25,356
Vote 4 - MAYORS OFFICE	1,121	1,165	1,069	1,076	1,473	1,514	1,159	1,147	1,734	1,253	1,372	3,121	17,202	18,258							19,520
Vote 5 - BUDGET AND TREASURY	3,006	3,872	4,453	3,979	3,087	3,040	2,051	6,056	6,331	3,365	4,339	985	44,564	47,204							49,300
Vote 6 - COMMUNITY SERVICES	1,400	1,443	1,654	1,856	1,755	1,613	1,753	1,320	2,454	2,528	2,073	2,763	22,612	22,673							24,233
Vote 7 - TECHNICAL SERVICES	1,148	1,383	1,366	1,295	2,028	2,254	1,390	2,416	2,279	2,461	1,900	1,931	21,851	23,713							24,223
Vote 15 - [NAME OF VOTE 15]	-	-	-	-	-	-	-	-	-	-	-	-	-	-							-
Total Expenditure by Vote	11,068	11,977	12,919	12,239	13,496	14,202	10,944	15,281	18,134	15,737	15,040	15,524	166,560	178,785							183,248
Surplus/(Deficit) before assoc.	53,610	(9,534)	(1,561)	(9,385)	(10,163)	42,120	(7,752)	(12,386)	32,145	(12,397)	(10,843)	(9,688)	44,167	48,218							50,571
Taxation	-	-	-	-	-	-	-	-	-	-	-	-	-	-							-
Attributable to minorities	-	-	-	-	-	-	-	-	-	-	-	-	-	-							-

Share of surplus/ (deficit) of associate																			
Surplus/(Deficit)	1	53,610	(9,534)	(1,561)	(9,385)	(10,163)	42,120	(7,752)	(12,386)	32,145	(12,397)	(10,843)	(9,688)	44,167	48,218	50,571			

LIM353 Molemole - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)		Budget Year 2017/18												Medium Term Revenue and Expenditure Framework						
Description	Ref	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	Budget Year 2017/18	Budget Year +1 2018/19	Budget Year +2 2019/20				
R thousand																				
<u>Multi-year expenditure to be appropriated</u>	1																			
Vote 1 - CORPORATE SERVICES		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 2 - PLANNING & ECONOMIC DEVELOPMENT		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 3 - MUNICIPAL MANAGER		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 4 - MAYORS OFFICE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 5 - BUDGET AND TREASURY		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 6 - COMMUNITY SERVICES		-	-	1,078	-	1,347	-	1,617	-	-	1,348	-	568	5,958	5,993	5,945				
Vote 7 -																				

TECHNICAL SERVICES	-	-	1,500	668	-	2,105	-	2,252	-	-	210	8,760	9,200	1,500
Capital multi-year expenditure sub-total	-	-	2,578	668	1,347	2,105	1,617	2,252	-	1,348	778	14,718	15,193	7,445
<u>Single-year expenditure to be appropriated</u>														
Vote 1 - CORPORATE SERVICES	-	-	150	300	1,218	300	609	500	-	-	1,518	4,594	1,500	200
Vote 2 - PLANNING & ECONOMIC DEVELOPMENT	-	-	-	-	-	-	-	-	-	-	-	-	900	-
Vote 3 - MUNICIPAL MANAGER	-	-	200	-	100	-	-	-	500	-	-	800	1,150	250
Vote 4 - MAYORS OFFICE	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 5 - BUDGET AND TREASURY	-	-	500	205	-	-	-	-	-	-	2,200	2,905	-	-
Vote 6 - COMMUNITY SERVICES	-	-	-	-	-	400	-	-	400	-	100	900	1,220	1,100
Vote 7 - TECHNICAL SERVICES	-	-	-	650	7,530	-	1,500	-	3,600	2,500	8,130	23,910	37,745	48,460
Capital single-year expenditure sub-total	2	-	850	1,155	8,848	700	2,109	500	4,500	2,500	11,948	33,109	42,515	50,010
Total Capital Expenditure	2	-	3,428	1,823	10,195	2,805	3,726	2,752	4,500	3,848	12,726	47,827	57,709	57,455

2. Quarterly Performance Indicators and Targets per Department

2. Quarterly Performance Indicators and Targets per Department

DEPARTMENT: LOCAL ECONOMIC DEVELOPMENT AND PLANNING

Spatial Rationale																
Responsive, Accountable, Effective and Efficient Local Government System																
Outcome 9:																
Outputs :																
• Actions supportive of the human settlement outcome																
• Implement a differentiated approach to municipal financing, planning, and support																
Key Organizational Strategic Objective																
To enhance conditions for economic growth and job creation																
Strategic objectives																
To promote orderly development through integrated spatial planning and land use management																
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed Annual Target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed quarter target	Quarter 4 target	Reviewed quarter target	Quarter 4 target	Location of project	2017/18 annual budget	Means of verification/ Portfolio of Evidence
1	Spatial planning	Spatial planning awareness	Number of workshop conducted	New indicator	4 spatial awareness workshop conducted	none	1 workshop conducted	1 workshop conducted	1 workshop conducted	2 workshops	1 workshop conducted	1 workshop conducted	none	Municipal - wide	R40 000	Agenda Minutes and attendance register
2	Spatial planning	Development of Spatial Development Framework	Number of Spatial Development frameworks developed	New indicator	One (1) Spatial Development Framework developed	SDF Status Quo Report	Approval of specifications, advertisement and Appointment of service provider	Appointment of service provider Status- Quo Report	First draft SDF submitted.	Inception report	Final draft SDF submitted to council for approval	SDF Status Quo Report	none	Municipal- wide	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	No target 100% of sites requested pegged	180 sites pegged in Mogwadi/ Moreben g	No target	No target	No target	none	100% of sites requested pegged	100% of sites requested pegged	none	Municipal- wide	R300 000	Land survey report and map; pegs on the ground.

Spatial Rationale													
Responsive, Accountable, Effective and Efficient Local Government System													
<ul style="list-style-type: none"> Actions supportive of the human settlement outcome Implement a differentiated approach to municipal financing, planning, and support 													
To enhance conditions for economic growth and job creation													
To promote orderly development through integrated spatial planning and land use management													
Project No.	Priority area (IDP)	Project Name	Key performance indicator	2017/18 annual target	Reviewed Annual Target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 target	Reviewed quarterly target	Location of project	2017/18 annual budget	Means of verification/ Portfolio of Evidence
4	Spatial planning	Subdivision/consolidation and rezoning of municipal sites	Number of subdivisions/consolidation and rezoning processed.	100% of sites for subdivision/consolidation and rezoning processed	2 sites subdivided and rezoned	100% of sites for subdivision/consolidation and rezoning processed	100% of sites for subdivision/consolidation and rezoning processed	100% of sites for subdivision/consolidation and rezoning processed	100% of sites for subdivision/consolidation and rezoning processed	2 sites subdivided and rezoned	Municipal-wide	150 000	Submitted/ Approved applications for subdivision, consolidation and rezoning. Submitted building plans approved by the municipality
5	Spatial planning	Drafting of building plans for existing municipal properties	percentage of municipal building plans compiled	100% of building plans compiled	Project discontinued	Approval of specifications and advertisement	Appointment of service provider	Submission of first draft plans	100% Submission of final plans for approval	Project discontinued	Ward 1 and 10	150 000 Reviewed R0	Submitted building plans approved by the municipality
6	Spatial planning	Processing of building plans	percentage of building plans received	100% processing of building plans received	none	100% processing of building plans received	100% processing of building plans received	100% processing of building plans received	100% processing of building plans received	100% processing of building plans received	Municipal-wide	opex	Register of applications for building plans
7	Spatial Planning	Processing of land use applications	percentage of land use applications	100% processing of land use applications received	none	100% processing of land use applications received	100% processing of land use applications received	100% processing of land use applications received	100% processing of land use applications received	100% processing of land use applications received	Municipal-wide	opex	Register of land use applications

Local Economic Development

Responsive, Accountable, Effective and Efficient Local Government System

Actions supportive of the human settlement outcome

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

To enhance conditions for economic growth and job creation

Key Performance Area (KPA)3:	Local Economic Development														
Outcome 9:	Responsive, Accountable, Effective and Efficient Local Government System														
Outputs :	Actions supportive of the human settlement outcome														
Key Objectives	Implement a differentiated approach to municipal financing, planning, and support														
Key Organizational Objectives	To enhance conditions for economic growth and job creation														
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed Annual Target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed quarter target	Quarter 4 target	Reviewed quarter 4 target	Location of project	2017/18 annual budget	Means of verification/ Portfolio of Evidence
8	Local Economic Development	LED Stakeholder engagements	Number of LED Stakeholder engagements held	New indicator	4 LED Forum Meetings held	none	1 LED Forum meeting held	1 LED Forum meeting held	1 LED Forum meeting held	none	1 LED Forum meeting held	none	Municipal-wide	R 66 394	4x Minutes LED forum of meetings
9	Local Economic Development	Investor Conference	Number of SMME/Investor Conference held	1 investor conference/partnership agreement signed	1 investor conference and 1x partnership agreement signed on social labour plans.	1 SMME/Investor Conference held	Development of specific bid and advertisement for the project	Development of ToR partnership and investor conference, appointment of service provider	Signing of SLA, Consultation with stakeholders and hosting of one (1) investor conference	Signing of SLA	Signing of partnership agreements	1 SMME/Investor Conference held	Municipal-wide	400 000.00	Report on Investor conference with attendance register and photos. 1 signed partnership agreement s.

Local Economic Development															
Responsive, Accountable, Effective and Efficient Local Government System															
Actions supportive of the human settlement outcome Implement a differentiated approach to municipal financing, planning, and support To enhance conditions for economic growth and job creation															
Key Performance Area (KPA)3:															
Outcome 9:															
Outputs :															
Key Organizational Strategic objectives															
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed Annual Target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed quarter target	Quarter 4 target	Reviewed quarter 4 target	Location of project	2017/18 annual budget	Means of verification/ Portfolio of Evidence
10	Local Economic Development	Review of Molemol LED Strategy	Number of LED Strategies reviewed	Current LED strategy outdated(last reviewed in 2012)	Reviewed LED Strategy	LED Strategy Status-Quo report	Development of TOR/Specification and advertisement of tender	Appointment of service provider; Inception report	Draft LED Strategy	Inception Report	Final LED Strategy	LED Status-Quo report	Municipal-wide	R500 000	LED Status-Quo report
11	Local Economic Development	Molemol Career Expo	Number of Career Expo held	1x Career Expo held	1x Career expo held	none	Review of concept document for career expo and dialogue; consultation with key stakeholders	Appointment of prospective service provider, signing of SLA with Service provider	Development of TOR for career expo and dialogue, benchmarking exercise	Appointment of prospective provider, signing of SLA with Service provider	Hosting of Career Expo	Development of TOR for career expo and dialogue, benchmarking exercise And Hosting of Career Expo	Municipal-wide	190 000.00	Reviewed Concept document and TOR, Career Expo report and signed SLA.
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	1 report	No target	None	1 reports	none	Municipal-wide	opex	2 reports on job creation from municipal projects.

Local Economic Development															
Responsive, Accountable, Effective and Efficient Local Government System															
Actions supportive of the human settlement outcome Implement a differentiated approach to municipal financing, planning, and support To enhance conditions for economic growth and job creation															
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed Annual Target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed quarter target	Quarter 4 target	Reviewed quarter 4 target	Location of project	2017/18 annual budget	Means of verification/ Portfolio of Evidence
13	Local Economic Development	Youth in agriculture programme	Number of graduates capacitated in agricultural programmes	6 Graduate students appointed and capacitated	6 graduates capacitated in agricultural programmes	none	Capacity building of 6 graduates	Capacity building of 6 graduates	Capacity building of 6 graduates	none	Capacity building of 6 graduates	none	Municipal -wide	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	Review concept document for the project, consultation with key stakeholders	Bid advertise for the project, and identification of SMME's to be trained	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	20 SMME's capacitated	Appointment of service provider and 20 SMMEs capacitated	Municipal -wide	200 000.00	Reviewed concept document and TOR ;capacity building report with list of trained SMMEs; and SLA

Municipal Transformation and Organizational Development															
Responsive, Accountable, Effective and Efficient Local Government System															
Actions supportive of the human settlement outcome Implement a differentiated approach to municipal financing, planning, and support															
Provide an accountable and transparent municipality through sustained public participation, coordination 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 1 target	Quarter 2 target	Quarter 3 target	Reviewed Quarter 3 target	Quarter 4 target	Reviewed Quarter 4 target	Location	2017/18 annual budget	Means of Verification
INTEGRATED DEVELOPMENT PLANNING															
15	IDP	Development and review of IDP/Budget	Number of IDP reviewed	One reviewed and adopted 2016/2017 IDP Draft 2017/18 IDP	Adopted and printed a credible 2018/2019 IDP	none	Approval of 2018/19 IDP/budget Process Plan by 31 August 2017	Ward consultations; IDP Status Quo Report compiled	Tabling of Draft 2018/2019 IDP to council	Reviewed Quarter 3 target	Adoption of 2018/2019 IDP and submission on Final adopted IDP to COGHSTA	Reviewed Quarter 4 target	Municipal-wide	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	No target	1 IDP Representative Forum coordinated	none	1 IDP Representative Forum coordinated	none	Municipal-wide	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	Extended Senior Management on the implementation of 2017/2018 IDP/Budget	One strategic working session on finalisation of 2018/2019 IDP/status	One (1) Strategic working session on finalisation of IDP Strategies and project during February	none	One (1) strategic working session on finalisation of 2018/19 IDP	none	Municipal-wide	R350 000	Strategic working sessions reports with resolutions

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

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

Outputs : Actions supportive of the human settlement outcome

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

Key Performance Area (KPA) 6: Municipal Transformation and Organizational Development		Outcome 9: Responsive, Accountable, Effective and Efficient Local Government System													
Outputs :		Actions supportive of the human settlement outcome													
Implement a differentiated approach to municipal financing, planning, and support		Provide an accountable and transparent municipality through sustained public participation, coordination 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 1 target	Quarter 2 target	Quarter 3 target	Reviewed Quarter 3 target	Quarter 4 target	Reviewed quarter 4 target	Location	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	200 IDP documents printed	No target	No target	none	No target	none	Municipal-wide	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	Target transferred to Municipal Manager's Office	No target	No target	No target	none	200 Annual reports printed	Target transferred to Municipal Manager's Office	Municipal-wide	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	No target	No target	none	One meeting on adoption of final IDP	none	Municipal wide	R100 000	Minutes attendance registers
21	Risk Management	Risk Management	Percentage of identified risks resolved within timeframe	0% of risks resolved	100% of risks resolved within the timeframe as specified in the	none	100% of risks resolved within the timeframe as specified in the	100% of risks resolved within the timeframe as specified in the	100% of risks resolved within the timeframe as specified in the register.	none	100% of risks resolved within the timeframe as specified in the	none	Municipal-wide	opex	Risk Register with POE

Key Performance Area (KPA) 6:													Municipal Transformation and Organizational Development												
Outcome 9:													Responsive, Accountable, Effective and Efficient Local Government System												
Outputs :													Actions supportive of the human settlement outcome Implement a differentiated approach to municipal financing, planning, and support												
Key Organizational objectives													Provide an accountable and transparent municipality through sustained public participation, coordination 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 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 target	Reviewed Quarter 3 target	Reviewed Quarter 4 target	Location	2017/18 annual budget	Means of Verification										
			specified in the risk register	register	register	register	register	register	register	register	register	register													

DEPARTMENT: TECHNICAL SERVICES

Key Performance Area (KPA) 1 & 2:													Spatial Rationale and Basic Service Delivery												
Outcome 9:													Responsive, Accountable, Effective and Efficient Local Government System												
Outputs :													Actions supportive of the human settlement outcome												
Strategic objectives													To promote orderly development through integrated spatial planning and land use management												
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 Target	Reviewed Quarter 4 Target	Location of project	2017/18 Annual Budget R	Means of verifications												
22	Roads and storm water	Mohodi to Maponto gravel to tar road	Percentage of construction of Mohodi to Maponto gravel to tar	2 km of road upgraded from gravel to tar	construction of Mohodi to Maponto from gravel to tar (1,5 km of road tarred)	Preparation of road bed layer	Preparation for sub-base layer, base layer, excavations and installation for storm water pipes	Surfacing and installation of kerbs.	Practical completion and hand over.	none	Maponto	9 733 468.00 Reviewed (6,324,142.04)	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)	Preparation of road bed layer	Preparation for sub-base layer, base layer, excavation and Installation for storm water pipes	Surfacing and installation of kerbs.	none	Practical completion and hand over.	none	Eisleben	8 250 769.00	Completion certificate
24	Roads and storm water	Matipana to Madikana Gravel to Tar Road	Percentage 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)	Preparations of specifications, advertisement and Appointment of consultants	Approval of designs, advertisement and appointment of contractor and site establishment	Excavation, Installation for storm water pipes and excavation for concrete open drain channels	none	Practical Completion and hand over.	none	Mohodi - Ga-manthata	3 629 677	Specification, SLA/appointment letter and Completion certificate
													Reviewed (R3,437,688.44)	

25	Roads	Upgrading of Nthabise Internal Streets	Percentage of upgrading of Nthabise Internal Streets	New indicator	Upgrading of Nthabise Internal Streets from gravel to tar (1,5 km of road tarred)	Preparation of specifications, advertisement and Appointment of consultants	Approval of designs, advertisement and appointment of contractor and site establishment	Preparation of road bed layer, preparation on sub-base layer, excavations and Installation for storm water	Approval of designs and drawings (contract or specification and tender documents)	Surface installation of kerbs Practical completion and hand over.	Advertisement and appointment of contractor	Nthabise	6 960 486.00 Reviewed (2,702,451.78)	Specifications, SLA/appointment letter 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	Preparation of specifications, advertisement and Appointment of Service Provider	Sign Service Level Agreement and Delivery of Tractor Loader Backhoe (TLB)	No target	Re-advertisement	No target	Appointment of service provider, sign the service level agreement and delivery of tractor loader back-hoe (TLB)	Mogwadi	1 500 000.00	Specifications, 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.	Site establishment, preparation of foundations	Completion of outstanding layers, works, completion of electrical works	Construction of change rooms and septic tank	none	Concrete works and steel works for the grand stand	none	Mohodi	5 357 700	Completion certificate

28	Electricity	Upgrading of Electricity Network	Electricity Network infrastructure Upgraded	New indicator	Convert old conventional meters to pre-payment and replacement of old existing pre-payment meters	Preparation of specifications, advertisement and appointment of service provider	Replacement of old electricity pre-payment meters (50 meters)	Replacement of old electricity pre-payment meters (50 meters)	None	Replacement of old electricity pre-payment meters (50 meters)	None	None	Mogwadi and Moreben	R 1500000 Reviewed (R0,00)	Specifications, SLA/Appointment letter and Completion certificate
29	Electricity	Purchasing of Electrical Bakkie	Electrical Bakkie purchased	New indicator	1 x Electrical Bakkie purchased	Preparation of specifications, advertisement and appointment of service provider	Delivery of Electrical Bakkie	No target	Re-advert	No target	Appointment of service provider and delivery of electrical bakkie	Mogwadi	R650 000 Reviewed (R750,0000)	Specifications, SLA/appointment letter and delivered Bakkie/delivery note Electrical	
30	Electricity	Supply and installation of street lights	No of streetlights installed and maintained	New indicator	Streetlights maintained	Preparation of specifications, advertisement and appointment of service provider	New streetlights overhead constructed	Installation of new streetlights bulkheads	Re-advertisement	Maintenance of the existing faulty streetlights	none	Mogwadi and Moreben	R300 000	Specifications, SLA/Appointment letter and completion certificate	

DEPARTMENT: COMMUNITY SERVICES

Key Performance Area (KPA) 1 & 2:	Spatial Rationale and Basic Service Delivery
Outcome 9:	Responsive, Accountable, Effective and Efficient Local Government System
Outputs :	Actions supportive of the human settlement outcome
Strategic objectives	To promote orderly development through integrated spatial planning and land use management

Spatial Rationale and Basic Service Delivery												
Responsive, Accountable, Effective and Efficient Local Government System												
Actions supportive of the human settlement outcome												
To promote orderly development through integrated spatial planning and land use management												
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed Quarter 4 Target	Location of project	2017/18 Annual Budget R	Means of verification
31	Social amenities	Renovation and Extension of Mogwadi Tennis court	Number of tennis courts renovated and extended.	Renovation and Extension of Mogwadi Tennis court 1 st phase	Implementation of 2 nd phase of Mogwadi tennis court	Preparation of specification, approval and advertisement	Appointment of service provider to implement the project	Advertisement & appointment of service provider to implement the project	None	Mogwadi	600 000	
32	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	Preparation of specification, approval and advertisement	Appointment of service provider and delivery	Advertisement & appointment of service provider to implement the project	none	Morebeng	500 000	
33	Environmental management	Purchasing of 240 litre capacity litter bins	Number of wheely litter bins purchased	New indicator	Procurement of 700 wheely bins	No target	Preparation of specification, approval and advertisement	No target	none	Mogwadi	400 000	
34	Social amenities	Beautification of	Number of entrances	Beautification of	Implementation of 2 nd	No target	Preparation of	No Target	none	Morebeng	400 000	

Key Performance Area (KPA) 1 & 2:							Spatial Rationale and Basic Service Delivery							
Outcome 9:							Responsive, Accountable, Effective and Efficient Local Government System							
Outputs :							Actions supportive of the human settlement outcome							
Strategic objectives							To promote orderly development through integrated spatial planning and land use management							
	Morebeng town	beautified	Morebeng town 1 st phase	phase beautification on project	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	100% of risks resolved within the timeframe as specified in the register	100% of risks resolved within the timeframe as specified in the register	service provider to implement the project	none	100% of risks resolved within the timeframe as specified in the register	opex	Risk Register with POE
35	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	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	100% of risks resolved within the timeframe as specified in the register	none	none	100% of risks resolved within the timeframe as specified in the register	Municipal-wide	Risk Register with POE

DEPARTMENT: CORPORATE SERVICES

Municipal Transformation and Organizational Development														
Key Performance Area (KPA) 6:														
Outcome 9:														
Outputs :														
Strategic objectives														
No	Priorty area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed Quarter 3 target	Quarter 4 target	Reviewed Quarter 4 target	2016/17 annual budget	Reason for review
36		Procurement of Office furniture	Number of furniture procured and allocated	200 Furniture items procured in 2016/17 Financial year	Preparation of specificati on, approval and advertise ment	Procurement of 37 furniture items for allocation to officials	Appointment of service provider for supply and delivery of office furniture	Appointment of supplier and delivery of vehicles (project handover)	No target	Appointment of service provider for supply and delivery of vehicles and project handover	No target	None	Original Budget R 400,000 Reviewed Budget R 0	Project name incorrectly captured as KPI, Annual target incorrectly captured as target
37	Administration	Procurement of 1x bakkie	Number of new municipal vehicles procured	02 new vehicles procured in 2016/17 financial year	No target	Procurement of 1x bakkie	Preparation of Specification, approval and advertisement	Appointment of service provider for supply, registration and delivery of 1X Municipal Bakkie	None	Appointment of service provider for supply, registration and delivery of 1X Municipal Bakkie	No target	None	Original Budget 400,000 Reviewed budget R 0	Project name incorrectly captured as KPI, Annual target incorrectly captured as target

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter target 1	Quarter target 2	Quarter target 3	Reviewed Quarter 3 target	Quarter target 4	Reviewed Quarter 4 target	2016/17 annual budget	Reason for review
38	Administration	Establishment of Moleletji / Satellite Cluster Office	Number of Cluster offices established	New Indicator	Establishment of 1x Cluster office	Construction of 1x Moleletji Cluster Office	Appointment of service provider for establishment of Satellite Office	None	No target	Appointment of Service provider for Land survey	No Target	Preparation of Specification, approval and advertisement. Appointment of Service Provider for construction of Moleletji Cluster Office	Original budget 3,044,000 Reviewed budget R0	Initial target was to convert Maribon a hall into an office. Council request for a new office building to be constructed.
39	Human Resource management	Recruitment and selection processes	Percentage of vacant positions filled	162 positions filled	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	1 Quarterly Training report developed	1 Quarterly Training report developed	100% recruitment of vacant positions	1 Workplace skills plan and Annual Training report (WSP and ATR submitted to LGSETA by 30 April 2017)	100% recruitment of vacant positions	Opex	The Target was incorrectly captured.

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed Quarter 3 target	Quarter 4 target	Reviewed Quarter 4 target	2016/17 annual budget	Reason for review
40	Human Resource management	Training of employees	Number of training programmes undertaken for employees	05 training programmes undertaken for 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	25% of the training budget spent on training of employees	25% of the training budget spent on training of employees	To undertake 01 training programmes for employees	25% of the training budget spent on training of employees	To undertake 01 training programmes for employees	Original Budget R 400,000 Reviewed budget R 400,000	Target was incorrectly captured
41	Human Resource management	Training of councillors	Number of training programmes undertaken for Councillors	04 training programmes undertaken for employees	100% of the training budget spent on training of Councillors	To undertake 04 training programmes for employees	25% of the training budget spent on training of Councillors	25% of the training budget spent on training of councillors	25% of the training budget spent on training of councillors	To undertake 01 training programme for Councillors	25% of the training budget spent on training of councillors	To undertake 01 training programme for Councillors	Original Budget R 300,000 Reviewed budget R 300,000	Target was incorrectly captured
42	Human Resource management	Bursary fund internal	Percentage of eligible employees awarded with bursary/Loan in line with available budget	03 Employees awarded study bursary	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	100 percent 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	Original Budget R 82,332 Reviewed budget R 152,332	Increased demand for study loans.

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed Quarter 3 target	Quarter 4 target	Reviewed Quarter 4 target	2016/17 annual budget	Reason for review
43	Human Resource management	Internships and experiential training	Number of programs put in place to capacitate young people in Molemole Municipal jurisdiction (internships and experiential training)	09 Learners enrolled for Internship programme	2 programs put in place to capacitate young people in Molemole Municipal 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 Municipal jurisdiction (experiential training)	2 programs put in place to capacitate young people in Molemole Municipal jurisdiction (experiential training)	2 programs put in place to capacitate young people in Molemole Municipal jurisdiction (internships)	None	2 programs put in place to capacitate young people in Molemole Municipal jurisdiction (internships)	To enrol 4x Learners on Internship	Opex	None
44	Human Resource management	Employment equity report	Number of employment equity reports submitted to DoL	1x employment equity report submitted to DOL	1 employment equity report submitted to DoL by January 2017	None	No target	1 Draft employment equity report developed by December 2017	1 employment equity report submitted to DoL by January 2018	None	No target	None	Opex	
45	Human Resource management	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	No Target	No target	No Target	Installation of fire detectors at Mogwadi Civic centre	Original Budget 150,000 Reviewed Budget R 150,000	

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed Quarter 3 target	Quarter 4 target	Reviewed Quarter 4 target	2016/17 annual budget	Reason for review
46	Information and Communication Technology	Annual Software License renewal	Renewal of annual software licenses	Microsoft, Symantec and backup exec, Venus, Payday, Caseware and GIS licenses are in place	100% maintenance of ICT systems and licensing	None	Renewal of Payday license	Draft specification and advertisement for procurement of Symantec and backup exec licenses and Microsoft licenses	Appointment of service provider and delivery of licenses	None	Renewal of GIS, Caseware and Venus licenses	None	Original Budget R 622,440 Reviewed Budget R 722,440	To cover for increased number of software licenses
47	Information and Communication Technology	Replacement of Obsolete ICT Equipment	Percentage procurement of ICT Equipment	35 laptops, 32 desktops, 45 printers, 3 UPS in place	100% of computer equipment maintained	None	Draft specification for procurement of computers and printers.	Procurement of computers and printers	Draft specification and advertisement for procurement of server.	None	Delivery, installation and configuration of server.	None	Original Budget R 500,000 Reviewed Budget R 500,000	Budget to be moved to Repair & Maintenance category
48	Information and Communication Technology	Procurement of ICT equipment	Number of ICT equipment procured and allocated to officials	35 laptops, 32 desktops, 45 printers, 3 UPS, 2 server racks in place.	100% of ICT equipment procured and allocated as requested	None	Preparation of specification for procurement of printers and computers	Advertisement and appointment of services provider	Delivery and allocation of printers and computers	None	None	None	Original Budget R 300,000 Reviewed Budget R 300,000	None
	Risk Management	Risk management	Percentage of identified risks resolved within	54% of risks resolved (2 strategic	100% of risks resolved within the timeframe	None	100% of risks resolved within the timeframe as	100% of risks resolved within the timeframe as	100% of risks resolved within the timeframe as	None	100% of risks resolved within the timeframe	None	Nil	None

No	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Reviewed 2017/18 annual target	Quarter target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed Quarter 3 target	Quarter 4 target	Reviewed Quarter 4 target	2016/17 annual budget	Reason for review
			timeframe as specified in the risk register	risks and 15 operational risks resolved	as specified in the register		specified in the register	specified in the register	specified in the register	specified in the register		as specified in the register			

MUNICIPAL MANAGER'S OFFICE

Key Performance Area(KPA) :5		Good Governance and Public Participation													
Outcome :9		Responsive,Accountable,Effective Local Government System													
Output :5		Deepen Democracy through a refined ward committee model													
Strategic Objectives		Provide an accountable and transparent municipal through sustained public participation, coordination of administration and council committee													
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Quarter target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 Target	Reviewed quarter 4 target	Location of project	2017/18 Annual Budget R	Means verification	
49	Communications	Printing and publication	Number of printing and publication made	500 diaries and 1000 diaries printed 10000 newslette rs published	12000 Newsletters printed 800 diaries and 1500 calendars printed	Advertising and appointment of service providers for supply and delivery of newsletters , calendars and diaries	Delivery of 2017 diaries and calendars and 6000 newsletters	No target	No target	6000 newsletters delivered	None	MLM	R650 000	Order, invoice, printed publications	

50	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 supply and deliver Podium and Loud Hailers	Delivery of Podium and Loud Hailers	Advertising and appointment of service provider to deliver municipal branding	Supply and delivery of municipal branding	None	MLM	200 000	Order and invoice
51	Communications	Trailer	Number of trailers procured	1 Trailer purchased	Purchase on 1 Municipal trailer	Development of specification and advertising	Appointment of service provider for trailer	Delivery of Advertising trailer	No target	None	MLM	100 000	Order invoice
52	Communications	Marketing, publicity and advertising	Percentage of marketing, publicity and advertising made	100% of requested marketing and advertising of municipal activities publicised	100% of Municipal activities publicised and advertised	100% of Marketing, advertising requested on municipal activities on print and electronic media	100% of Marketing, advertising requested on municipal activities on print and electronic media	100% of Marketing, advertising requested on municipal activities on print and electronic media	100% of Marketing, advertising requested on municipal activities on print and electronic media	None	MLM	250 000	Order invoice copy of advertisement

INTERNAL AUDIT

53	Internal Audit	Audit action plan	Percentage of audit queries addressed	93% of Auditor General queries addressed	100% of Auditor General queries addressed	No target set for the quarter	Compilation of the audit action plan	50% of Auditor General queries addressed	100% of Auditor General queries addressed	None	MLM	Opex	Updated AG Action Plan with POEs
54	Internal Audit	Performance audits	Number of performance audit reports submitted to Council	4 performance audit reports submitted to Council	4 performance audit reports submitted to Council	1 performance audit report submitted to Council	1 performance audit report submitted to Council	1 performance audit report submitted to Council	1 performance audit report submitted to Council	None	MLM	Opex	Performance Audit reports submitted to council and Council Resolutions

55	Internal Audit	Audit committee meetings	Number of Audit committee meetings coordinate	6 Audit Committee meetings coordinate	4 Audit Committee meetings coordinate	1 Audit Committee meeting coordinate	1 Audit Committee meeting coordinate	1 Audit Committee meeting coordinate	1 Audit Committee meeting coordinate	None	MLM	Opex	Minutes of meetings and Attendance Register
LEGAL SERVICES													
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 Target	Reviewed target	Location	Budget	Means of verification
56	Legal advisory services	Litigation Management	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	100% of legal advises provided and documented	None	MLM	Opex	Reports/ Register of legal advises
	Legal advisory services	Contracts	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	100% of contracts developed and drafted as per instruction	None	MLM	Opex	Register of Contracts
RISK MANAGEMENT													
57	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	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	100% of risks resolved within the timeframe as specified in the register	None	MLM	Opex	Updated Risk Register with POEs

58	Risk Management	Risk management committee meeting	Number of risk management committee meetings coordinate	4 Risk management committee meetings coordinated	1 Risk management committee meeting coordinated	1 Risk management committee meeting coordinated	1 Risk management committee meeting coordinated	1 Risk management committee meeting coordinated	1 Risk management committee meeting coordinated	None	MLM	Opex	Minutes of meetings and Attendance Register
59	Risk Management	Risk assessment	Number of strategic risk assessment report compiled	One (1) 2016/17 strategic risk assessment conducted and report compiled	One (1) 2017/18 strategic risk assessment conducted and report compiled	No target	No target	No target	No target	none	MLM	Opex	Strategic Risk Assessment report
60	Risk Management	Operational risk assessment	Number of operational risk assessment report compiled	One (1) operational risk register compiled	One (1) operational risk register compiled	No target	No target	No target	No target	None	MLM	Opex	Operational Risk Register
61	Risk Management	Fraud awareness	Number of fraud awareness campaigns conducted	No fraud awareness campaign conducted	Two (2) fraud awareness campaign conducted	No target	One Fraud awareness campaign conducted for Councillors	No target	No target	None	MLM	Opex	Agenda\programme, Report\Attendance Register

PERFORMANCE MANAGEMENT SYSTEM

Key Performance Area (KPA) 5:		Good governance & Public Participation												
Outcome 9:		Responsive, Accountable, Effective and Efficient Local Government System												
Outputs :		<ul style="list-style-type: none"> • Deepen democracy through a refined ward committee model • Administrative and financial capability 												
Key Objectives		Provide an accountable and transparent municipality through sustained public participation coordination of administration and council committees												
Project No.	Priority area (IDP)	Project Name	Organizational	Baseline	2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Reviewed Quarter 3 target	Quarter 4 Target	Reviewed Quarter 4 target	Location of project	2017/18 Annual Budget R	Means verification
62	Performance Management System	Assessment of Snr Managers	Number of performance assessment conducted	2016/17 performance assessments conducted	4 x performance assessments conducted	1 x performance assessment conducted	1 x performance assessment conducted	1 x performance assessment conducted	none	1 x performance assessment conducted	None	MLM	opex	Performance assessment report
63	Performance Management System	Annual performance report	Coordination of annual Performance report	1 x Annual performance report compiled and submitted	1 x Annual performance report compiled and submitted	1 x Annual performance report compiled and submitted	Annual performance report submitted	No target	none	No target	none	MLM	Opex	AP Report
64	Performance Management System	Quarterly performance reports	Number of performance reports submitted quarterly	reports	4 x Quarterly Performance reports	1 x Quarterly performance report	1 x Quarterly performance report	1 x Quarterly performance report	none	1 x Quarterly performance report	none	MLM	Opex	Quarterly report
65	Performance Management	Compilation of Annual	Approved 2016/17	Approved 2015/16	2016/17 Annual report	No target	Tableting of 2016/17 Draft	Draft MPAC public	Tableting and adoption	Tableting of draft annual	Publication of	MLM	Opex	Annual Report, oversight report, council resolution

66	Performance Management system	Printing of Annual Report	Printing 2016/17 Annual Report	Annual Report	Printing 2015/2016 Annual report	2016/2017 Annual Report printed	Submission Annual Report to Auditor General	No target	Tabling of the Draft 2016/17 Annual report Adoption by Council	hearing on draft 2016/17 annual report and MPAC oversight report for adoption by council	of Draft 2016/17 Annual report	report and MPAC public hearing on the draft annual report	2016/17 Annual report and oversight report	MLM	R200 000	Glossy printed Annual Report	and public notice.
67	Performance management system	Consolidation of SDBIP	2018/19 SDBIP	2016/17 SDBIP compiled	2018/19 SDBIP compiled	2018/19 SDBIP compiled	No target	No target	Submission of reviewed 2017/18 SDBIP	Submission and approval of 2018/19	none	Submission on and approval of 2018/19	none	MLM	Opex	Consolidated SDBIP	
68	Special Focus	HIV/AIDS	No of HIV/AIDS activities/events coordinated	New indicator	4 events/activities/meetings	4 events/activities/meetings	None	1	None	None	1	None	1	None	R130 000	Reports/Minutes and Attendance Register	
69	Special Focus	Youth	No of youth activities/events coordinated	New indicator	4 events/activities/meetings	4 events/activities/meetings	1Event	1	None	None	1	0	1	0	R120 000	Reports/Minutes and Attendance Register	

70	Special Focus	Women and children	Number of women and children activities/events coordinated	New indicator	4 events/meetings	2 events/activities/meetings	1	None	1	None	1	0	R110 000	Reports/Minutes and Attendance Register
71	Special Focus	Disability programme	Number of activities/events related to people with disability	New indicator	4 events/meetings	2 events/activities/meetings	1	None	1	None	1	None	R90 000	Reports/Minutes and Attendance Register
72	Special Focus	Older persons programme	No of older persons activities/events coordinated	New indicator	4 events/meetings	2	1	None	1	None	1	0	R90 000	Reports/Minutes and Attendance Register

BUDGET AND TREASURY

Municipal Financial Viability and Management											
Responsive, Accountable, Effective and Efficient Local Government System											
<ul style="list-style-type: none"> Implement a differentiated approach to municipal financing, planning and support Administrative and financial capability 											
To ensure sound and stable financial management											
Project Name	Baseline	2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 Target	Location of project	2017/18 Annual Budget R	Means of verification		
BUDGET AND REPORTING											
73	Financial management	1x 2016/17 Adjustment budget approved	1 credible adjustment budget as per MBRR	approved	No target	No target	1 approved credible adjustment budget	No target	Municipality	R0	Council Resolution
74	Financial management	1x 2017/2018 budget adopted	Number of credible budget tabled as per Municipal Management Act (MFMA) and MBRR	draft annual budget tabled as per Municipal Finance Management Act (MFMA) and MBRR	No target	No target	A draft credible annual budget tabled as per Municipal Finance Management Act (MFMA) and MBRR	No target	Municipality	R0	Council resolution
75	Financial management	1x 2017/2018 budget approved	Number of credible annual budget adopted as per Municipal Management Act (MFMA).	credible budget as per Municipal Finance Management Act (MFMA) and MBRR	No target	No target	A credible annual budget adopted as per Municipal Finance Management Act (MFMA) and MBRR	No target	Municipality	R0	Council resolution

Key Performance Area (KPA) 4: Municipal Financial Viability and Management										
Outcome 9: Responsive, Accountable, Effective and Efficient Local Government System										
Outputs 1 & 7: Implement a differentiated approach to municipal financing, planning and support										
Administrative and financial capability										
Strategic Objective										
To ensure sound and stable financial management										
76	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	No target	No target	Municipality	R900 000.00	Acknowledgment letter
77	Submission of Section 71 reports	Number of Section 71 reports submitted within 10 working days after month-end to treasury submitted	12x Section 71 reports submitted	3x section 71 reports Submitted	3x section 71 reports Submitted	3x section 71 reports Submitted	3x section 71 reports Submitted	Municipality	R0	Quality certificate and acknowledgement letter
78	Submission of in year reports	Number of MFMA compliance reports submitted	4x quarterly reports submitted	1x report submitted	1x report submitted	1x report submitted	1x report submitted	Municipality	R0	Council resolution
79	Submission of reports on mSCOA implementation plan.	Number of reports on SCOA implementation plan.	4x quarterly reports submitted	1x quarterly report	1x quarterly report	1x quarterly report	1x quarterly report	Municipality	R0	Council resolution
80	Submission of section 72 report.	Number of section 72(mid-year) report submitted	1x Section 72 reports submitted	No target	No target	No target	No target	Municipality	R0	Council resolution
81	Configuration of Chart of Accounts in line with mSCOA	Functional Financial system compliant with mSCOA	New indicator	Approved functional financial reporting system	No target	No target	No target	Municipality	2 700 000.00	Proof of payments

**BUDGET AND TREASURY
DIVISION: REVENUE MANAGEMENT**

Key Performance Area (KPA) 4:		Municipal Financial Viability and Management Responsive, Accountable, Effective and Efficient Local Government System										
Outcome 9:		<ul style="list-style-type: none"> Actions supportive of the human settlement outcome Implement a differentiated approach to municipal financing, planning, and support 										
Key Organizational Strategic Objective		Provide an accountable and transparent municipality through sustained public participation, coordination of administration and council committees										
Strategic objectives		To ensure sound and stable financial management										
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 target	Location of project	2017/18 annual budget	Means of verification/Portfolio of Evidence
REVENUE MANAGEMENT												
82	Revenue Management.	Vending system.	On-line electricity vending system.	New indicator	Implemented and functional on-line vending solution.	Advertisement and assessment of service providers.	Appointment and implementation of the system.	Reviewed and implemented in third quarter. The implementation of the on-line vending solution.	None	MLM	R 205 000	Fully Implemented and functional on-line vending solution for the purchase of electricity.
83	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.	Approval of specifications advertisement and Appointment of service provider	Follow-up on long outstanding debt/Debt collection	Rectification of all the Council approved write-off report/list of accounts and the follow-up on long outstanding debt/Debt collection.	Follow-up on long outstanding debt/Debt collection	MLM	R 205 000	Verified write-off report/Municipal accounts and the Improvement on revenue collection rate.

Municipal Financial Viability and Management and Efficient Local Government System												
Outcome 9: Responsive, Accountable, Effective and Efficient Local Government System												
Outputs :												
<ul style="list-style-type: none"> • Actions supportive of the human settlement outcome • Implement a differentiated approach to municipal financing, planning, and support 												
Key Organizational Strategic Objective												
Provide an accountable and transparent municipality through sustained public participation, coordination of administration and council committees												
Strategic objectives												
Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 target	Location of project	2017/18 annual budget	Means of verification/Portfolio of Evidence
84	Revenue Management	Credit Control and Debt Collection implementation.	Analysing collectable monies owed by rate payers and make recommendation for effective solution to the municipal council	New indicator	GRAP compliant reporting on collectable debtors for the implementation of proper and effective decision	Approval of specifications, advertisement and Appointment of service provider	Credible and effective age analysis indicating long outstanding balances.	Credible and effective age analysis indicating collectable long outstanding balances.	Credible and effective age analysis indicating collectable long outstanding balances.	MLM	R 200 000	Credible and effective age analysis indicating collectable long outstanding balances.
85	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 months debtors reconciliation reports	3 months debtors reconciliation reports	3 months debtors reconciliation reports	MLM	N/A	12 months debtors reconciling reports
86	Revenue Management	Reconciliation of traffic and licensing accounts.	Reconciling traffic and licensing monthly reports and the Solar	12 month traffic and licensing reconciliation reports	12 month traffic and licensing reconciliation reports	3 month traffic and licensing reconciliation reports	3 month traffic and licensing reconciliation reports	3 month traffic and licensing reconciliation reports	3 month traffic and licensing reconciliation reports	MLM	N/A	12 months debtors reconciling reports

Key Performance Area (KPA) 4:												
Municipal Financial Viability and Management												
Outcome 9:												
Responsive, Accountable, Effective and Efficient Local Government System												
Outputs :												
<ul style="list-style-type: none"> • Actions supportive of the human settlement outcome • Implement a differentiated approach to municipal financing, planning, and support 												
Key Organizational Strategic Objective												
Provide an accountable and transparent municipality through sustained public participation, coordination of administration and council committees												
Strategic objectives												
To ensure sound and stable financial management												
Project No.	Priority area (IDP)	Project Name	Key performance indicator financial system	Baseline	2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 target	Location of project	2017/18 annual budget	Means of verification/Portfolio of Evidence

SUPPLY CHAIN MANAGEMENT

Project No.	Priority area (IDP)	Project Name	Key performance indicator	Baseline	2017/18 annual target	Quarter 1 target	Quarter 2 target	Quarter 3 target	Quarter 4 target	Location of project	2017/18 Annual Budget R	Means of verification/Portfolio of evidence
87	SCM- ASSET	Asset Management Plan	Asset Management Plan	1 x Asset Management Plan	1 x Asset Management Plan	Asset Management Plan Report	No Target	No Target	No Target	MLM	R879 624.00	Asset Management Plan Report
88	SCM- ASSET	Revaluation of Infrastructure Asset	Number of reports on revaluation complied	Unbundling and Residual reports	Unbundling of Asset	No target set for the quarter	No Target	Appointment of Service Provider for Unbundling of Assets	Preparation of Specification, approval and advertisement	MLM	R600 000.00	
89	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	3x Monthly Reconciliation	MLM	Nil	Reconciliation for FAR and General Ledger

90	Supply Chain Management	Asset Verification	Number of Asset Verification Reports	2 Asset Verification Reports	2 Asset Verification Reports	2 Asset Verification Reports	2 Asset Verification Reports	2 Asset Verification Reports	1st Physical Asset Verification	No Target	No Target	No Target	2nd Physical Asset Verification	MLM	Nil	Asset Verification Report
91	Supply Chain Management	Loose assets verification	Number of loose asset register developed and Loose asset verification	2 Loose Asset Verification	2 Asset Verification Reports	2 Asset Verification Reports	2 Asset Verification Reports	2 Asset Verification Reports	1st Physical Asset Verification	No Target	No Target	No Target	2nd Physical Asset Verification	MLM	Nil	Loose Asset Verification Report
92	Supply Chain Management	Inventor y Count	Number of Inventor y Count Reports	Inventor y Count Report	Inventor y Count Report	Inventor y Count Report	Inventor y Count Report	Inventor y Count Report	1 Inventory Count Report	1 Inventory Count Report	1 Inventory Count Report	1 Inventory Count Report	1 Inventor y Count Report	MLM	Nil	Physical Stock Count report and Reconciliation
93	Supply Chain Management	Procure ment Plan	Approve d Procure ment Plan	Approve d Procure ment plan	Approve d Procure ment plan	Approve d Procure ment plan	Approve d Procure ment plan	Approve d Procure ment plan	No Target	No Target	No Target	No Target	No Target	MLM	Nil	Approved Procurement plan
94	Supply Chain Management	SCM perform ance Report	Number of perform ance reports	4x SCM perform ance reports	4x SCM perform ance reports	4x SCM perform ance reports	4x SCM perform ance reports	4x SCM perform ance reports	1 Quarterly Performance report	1 Quarterly Performance report	1 Quarterly Performance report	1 Quarterly Performance report	1 Quarterly Performance and annual SCM performance report	MLM	Nil	SCM performance Reports

Project No	Priority Area (IDP)	Identification of risk	Number of risk identified	100% risks resolved	100% risks resolved	100% risks resolved	100% risks resolved	100% risks resolved	100% risks resolved	100% risks resolved	100% risks resolved	MLM	NII	List of risks attended and resolved
EXPENDITURE MANAGEMENT														
Project No	Priority Area (IDP)	Project Name	Key Performance Indicator	Baseline	2017/18 Annual Target	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	Location of project	2017/18 Annual Budget	Means Of Verification		
96	Financial Management	Salary reconciliations	Number of Salary reports reconciled to General Ledger	12 Salary reconciliations performed	12 Salary reports reconciled to General Ledger	3X Reconciliations performed	3X salary Reconciliations performed	3X salary Reconciliations performed	3X salary Reconciliations performed	MLM	NIL	System Salary Reports, Payment schedules, HR Memos, S&T claims, GL Reconciliations ,EMP501 Forms		
97	Financial Management	Petty Cash reconciliations	Number of Petty Cash reconciliations Completed	12 Petty Cash reconciliations Completed	12 Petty Cash Reconciliation Reports	3x Petty Cash Reconciliation reports Developed	3x Petty Cash Reconciliation reports Developed	3x Petty Cash Reconciliation reports Developed	3x Petty Cash Reconciliation reports Developed	MLM	NIL	Petty cash vouchers, Cash slips, Replenishments reports		
98	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	1x VAT 201 Reconciliations submitted to SARS	2x VAT 201 Reconciliations submitted to SARS	2x VAT 201 Reconciliations submitted to SARS	1x VAT 201 Reconciliations submitted to SARS	MLM	NIL	Output VAT reports, Input VAT invoices, VAT 201 Reconciliations		
99	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	Updated Project and Retention register compiled	MLM	NIL	Project certificates, Supplier Invoices, Reconciliations		
100	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	3X Expenditure on staff benefits reports reconciled to the General Ledger	MLM	NIL	Salary reports, Reconciliations		



Project No	Priority Area(IDP)	Project Name	Key Performance Indicator	Baseline	2017/18 Annual Target	Quarter Targets	1 Quarter Targets	2 Quarter Targets	3 Quarter Targets	4 Quarter Targets	Location of project	2017/18 Annual Budget	Means Of Verification
101.	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	3 X Creditors reconciliation	3 X Creditors reconciliation	3 X Creditors reconciliation	MLM	NIL	Creditor's reconciliation report.

A. Mosena

**MOSENA ML
MUNICIPAL MANAGER**

13/03/2018

DATE: