

GREATER LETABA MUNICIPALITY



DRAFT 2016/17 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

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Introduction	<p>The development, implementation and monitoring of a Service Delivery and Budget Implementation Plan (SDBIP) is required by the Municipal Finance Management Act (MFMA).</p> <p>In terms of Circular 13 of National Treasury, “the SDBIP gives effect to the Integrated Development Plan (IDP) and budget of the municipality and will be possible if the IDP and budget are fully aligned with each other, as required by the MFMA.”</p> <p>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.</p> <p>The SDBIP serves as the commitment by the Municipality, which includes the administration, council and community, whereby the intended objectives and projected achievements are expressed in order to ensure that desired outcomes over the long term are achieved and these are implemented by the administration over the next twelve months.</p> <p>The SDBIP provides the basis for measuring performance in service delivery against quarterly targets and implementing the budget based on monthly projections.</p> <p>Circular 13 further suggests that “the SDBIP provides the vital link between the mayor, council (executive) and the administration, and facilitates the process for holding management accountable for its performance. The SDBIP is a management, implementation and monitoring tool that will assist the mayor, councillors, municipal manager, senior managers and community.”</p> <p>The purpose of the SDBIP is to monitor the execution of the budget, performance of senior management and achievement of the strategic objectives set by council. It enables the municipal manager to monitor the performance of senior managers, the mayor to monitor the performance of the municipal manager, and for the community to monitor the performance of the municipality. In the interests of good governance and better accountability, the SDBIP should therefore determine and be aligned with the performance agreements of the municipal manager and senior managers.</p> <p>The development, implementation and monitoring of a Service Delivery and Budget Implementation Plan (SDBIP) is required by the Municipal Finance Management Act (MFMA).</p> <p>In terms of Circular 13 of National Treasury, “the SDBIP gives effect to the Integrated Development Plan (IDP) and budget of the municipality and will be possible if the IDP and budget are fully aligned with each other, as required by the MFMA.”</p>
Legislation	<p>According to the Municipal Finance Act (MFMA) the definition of a SDBIP is:</p> <p>'service delivery and budget implementation plan' means 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-</p> <p>(a) projections for each month;</p> <p>(i) revenue to be collected by source;</p> <p>(ii) operational and capital expenditure by vote;</p> <p>(b) service delivery targets and performance indicators for each quarter.</p> <p>Section 53 of the MFMA stipulates that the Mayor should approve the SDBIP within 28 days after the approval of the budget. The Mayor must also ensure that the revenue and expenditure projections for each month and the service delivery targets and performance indicators as set out in the SDBIP are made public within 14 days after their approval.</p> <p>The following National Treasury prescriptions as minimum requirements that must form part of the SDBIP are applicable to the Municipality :</p> <p>(1) Monthly projections of revenue to be collected by source.</p> <p>(2) Monthly projections of expenditure (operating and capital) and revenue for each vote.</p> <p>(3) Quarterly projections of service delivery targets and performance indicators for each vote.</p> <p>(4) Ward information for expenditure and service delivery.</p> <p>(5) Detailed capital works plan broken down per ward for three years.</p> <p>* Section 1 of the MFMA defines a “vote” as:</p> <p>a) One of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and</p> <p>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned.</p>
	<p>Section 28 of the Municipal Finance Management Act deals with adjustments budgets. In terms of the Act, an adjustments budget is intended to do the following: Sub-Section 2 a) Must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the current year b) May appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for c) May, within a prescribed framework, authorise unforeseeable and unavoidable expenditure recommended by the mayor of the municipality d) May authorise the utilisation of projected savings in one vote towards spending under another vote e) May authorise the spending of funds that were unspent at the end of the past financial year where the under-spending could not reasonably have been foreseen at the time to include projected roll-overs when the annual budget for the current year was approved by the council f) May correct any errors in the annual budget; and g) May provide for any other expenditure within a prescribed framework</p>

Methodology and Content	<p>National Treasury directives are clear on the contents and methodology to derive at the SDBIP.</p> <p>As a first step, the IDP objectives need to be quantified and related into key performance indicators. The budget is aligned to the objectives, projects and activities to enable the SDBIP to serve as monitoring tool for service delivery.</p> <p>The SDBIP is described as a layered plan. The top layer deals with consolidated service delivery targets and time frames. Top Management is held accountable for the implementation of the consolidated projects and Key Performance Indicators. From the consolidated information, top management is expected to develop the next level of detail by breaking up outputs into smaller outputs and then linking and assigning responsibility to middle-level and junior managers.</p>
	<p>The SDBIP of the Greater Letaba Municipality consists of strategic objectives derived from the IDP that are aligned with the strategic intent of the organisation. Strategic indicators with targets are set to measure the objectives. The Municipal Manager takes responsibility for the strategic indicators and objectives which will form part of his/her Performance Agreement and Plan. Projects and activities are aligned to the indicators with quarterly targets, time-frame and budget assigned to each.</p> <p>The Strategic Indicators give rise to the institutional indicators for which the Directors will take responsibility. These indicators will form part of the Performance Agreements and Plans of Senior Managers (Directors). Indicators are assigned quarterly targets and responsibilities to monitor performance.</p> <p>Derived from this, the next layer is developed, whereby the details with responsibilities for the next level of management is outlined and forms part of the Lower SDBIP. This lower SDBIP is a management tool for the S57 Managers and need not be made public and is a separate document for each internal department.</p> <p>The SDBIP serves as a management, implementation and monitoring tool that will assist the Mayor, Councilors, Municipal Manager and Directors in delivering services to the community</p>

Vision and Mission

The strategic vision of the organisation sets the long term goal the Municipality wants to achieve. The vision of Greater Letaba Municipality is:

"To be an outstanding agro-processing and eco-cultural tourism hub".

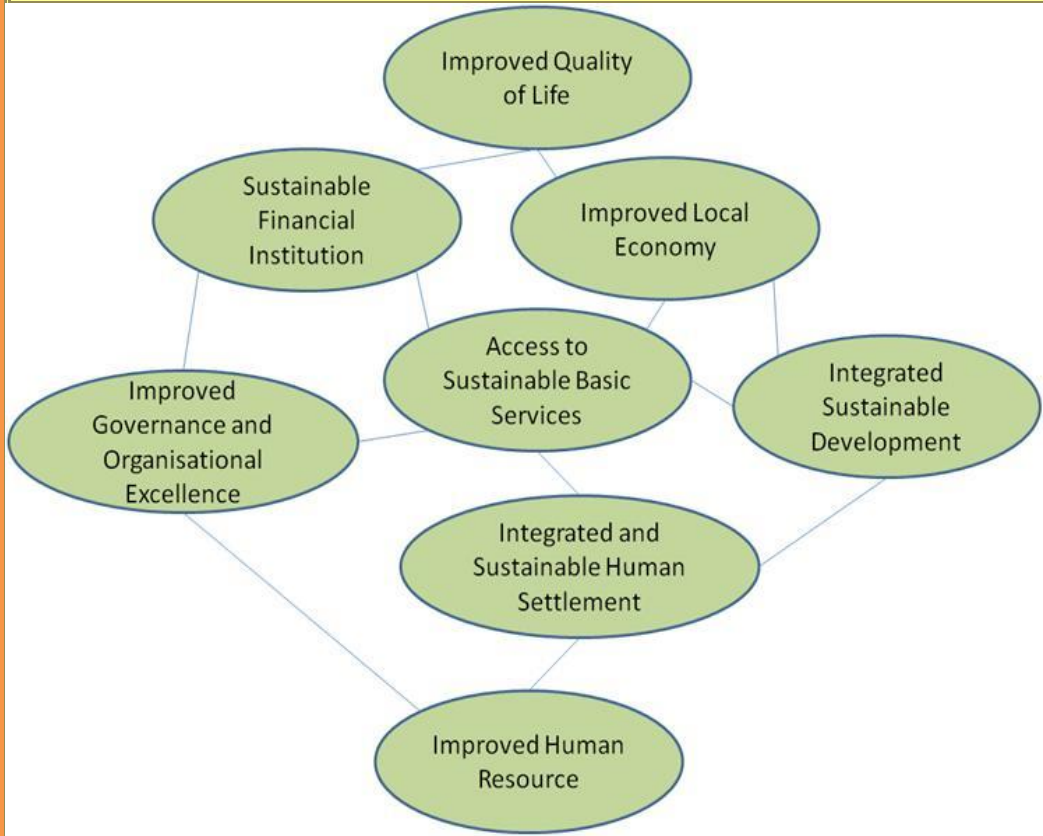
The strategic mission speaks about what the purpose of Greater Letaba Municipality is:

The mission of Greater Letaba Municipality is to ensure an effective, efficient and economically viable municipality through:

- Provision of accountable, transparent, consultative and co-operative governance.
- Improving the quality of life through economic development and poverty alleviation.
- Provision of sustainable services.
- Ensuring a safe and healthy environment.

Strategy map

The Strategy Map depicts the strategic objectives on how Greater Letaba Municipality will be able to become an outstanding agro-processing and eco-cultural tourism hub while providing sustainable and affordable services to all. These objectives were positioned in terms of the Balanced Scorecard Perspectives being: Learning and Growth; Institutional Processes; Financial results and Community Satisfaction. All operational outputs (projects, initiatives and process) as contained within the SDBIP are aligned to the attainment of one or more of these objectives.



Votes and Operational objectives	Votes	Objectives and Targets
	Municipal Manager Office (Vote 0040)	To lead, direct and manage a motivated and inspired administration and account to the Greater Letaba Municipal Council as Accounting Officer for long term municipal sustainability to achieve a good creditor rating within the requirements of the relevant legislation and whereas the following sections within the department, i.e. HIV/Aids, Youth, Disabled and Gender Desk, Communication and Internal Auditing is managed for integration, economic growth, marginalised poverty alleviation, efficient, economic and effective communication and service delivery.
	Finance (Vote 0050)	To secure a sound and sustainable management of the financial affairs of Greater Letaba Municipality by managing the budget and treasury office and advising and if necessary assisting the Accounting Officer and the Directors in their duties and delegation contained in the MFMA. Ensuring that the Greater Letaba Municipality is 100% financially viable when it comes to cost coverage and to manage the grant revenue of the municipality so that no grant funding is foregone
	Community Services (Vote 0028)	To co-ordinate Environmental Health Services, Sports Arts and Culture, Education, Libraries, Safety and Security, Environmental and Waste management, Health and Social development programmes as well as Disaster management to decrease community affected by disasters
	Infrastructure Development and Economic Planning (Votes 0029 and 0022)	<p>To ensure that the service delivery requirements for roads are met and maintenance of water, sewerage and electricity are conducted for access to basic services as well as no less than an average of 100% MIG expenditure</p> <p>To direct the Greater Letaba Municipality's resources for advanced economic development and investment growth through appropriate town and infrastructure planning in order that an environment is created whereby all residents will have a sustainable income.</p>
	Corporate Services (Vote 0046)	To ensure efficient and effective operation of council services, human resources and management, legal services and the provision of high quality customer orientated administrative systems. Ensuring 100% compliance to the Skills Development Plan.

Monthly Projections of Revenue for Each Source

Sources of Revenue	2016 Monthly Projections R'00						2017 Monthly Projections					
	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
Property rates	892	820	971	803	891	715	820	708	832	745	650	753
Service charges-electricity revenue	1 829	1 505	1 979	2 500	1 800	1 929	1 975	1 950	1 000	1 080	1 400	1 465
Services Charges-refuse revenue	450	489	465	520	480	410	430	498	472	495	405	459
Rental of Facilities and Equipment	12	14	16	13	17	25	21	19	27	29	30	29
Interest earned-external investments	336	337	332	339	340	342	337	336	341	330	335	329
Interest Earned-Outstanding Debtors	660	670	477	622	543	677	701	654	724	715	628	707
Dividends received												
Fines	32	25	22	20	27	23	39	29	36	47	49	29
Licenses and Permits	354	402	385	342	450	758	686	549	528	621	589	600
Agency services	173	162	100	125	132	158	196	175	115	220	235	152
Transfers recognised-operational	89 219	401	395	223	57 500	201	849	989	63 900	953	1 001	884
Other Revenue	425	423	395	475	386	397	450	456	497	501	408	576
Transfers recognised-Capital	4 106	4 908	5 001	4 050	4 741	5 163	5 062	5 080	4 500	4 158	4 194	4 013
Total Revenue by Source	98 488	10 156	10 538	10 032	67 307	10 798	11 566	11 443	72 972	9 894	9 924	9 996

Monthly Projections of Expenditure (Operating, Capital and Revenue) by vote : First Quarter

Expenditure and Revenue by Vote	Jul-16			Aug-16			Sep-16			Evidence required
	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	
Executive and Council		3 116			3 200	5		3 890		Finance reports
Budget and Treasury	95 849	1 225		7 173	1 532		7 276	1 662		Finance reports
Corporate Services		4 800			5 127	810		4 070		Finance reports
Planning and Development		941	3 000		998	800		987	800	Finance reports
Community Services		330	1 300		238	6 000		274	6 000	Finance reports
Housing		43			47			43		Finance reports
Public Safety		45			157	76		124		Finance reports
Sports and Recreation		595	2 190		661	3 689		658	8 970	Finance reports
Waste Water Management										Finance reports
Waste Management	350	270		389	255	695	365	154	6 549	Finance reports
Road Transport	559	1 799	3 788	589	2 495	359	507	2 537	8 255	Finance reports
Electricity	2 329	2 235		1 905	2 390	400	1 879	2 950	400	Finance reports
Total by Vote	99 087	15 398	10 278	10 056	17 100	12 834	10 027	17 349	30 974	

Monthly Projections of Expenditure (Operating, Capital and Revenue) by vote : Second Quarter

Expenditure and Revenue by Vote	Oct-16			Nov-16			Dec-16			Evidence required
	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	
Executive and Council		3 900			3 500			2 890		Finance report
Budget and Treasury	6 989	2 460		64 717	2 048		8 169	1 668	6	Finance report
Corporate Services		3 72			4 208	550		4 083		Finance report
Planning and Development		1 344			842			929		Finance report
Community Services		278			151	7 200		135		Finance report
Housing		55			50			48		Finance report
Public Safety		74			96	158		198	355	Finance report
Sports and Recreation		621			598	16 487		481		Finance report
Waste Water Management										Finance report
Waste Management	420	483		380	315		310	173	3 541	Finance report
Road Transport	487	1 725	9 514	609	1 483	550	939	1 522		Finance report
Electricity	2 000	2 652		2 200	1 930		2 329	1 852		Finance report
Total by Vote	9 896	17 065	9 514	67 906	15 222	24 945	11 747	13 980	3 902	

Monthly Projections of Expenditure (Operating, Capital and Revenue) by vote : Third Quarter

Expenditure and Revenue by Vote	Jan-17			Feb-17			Mar-17			Evidence required
	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	
Executive and Council		2 771			2 800			4 800		Finance reports
Budget and Treasury	8 889	2 306		10 552	1 996		71 321	2 132		Finance reports
Corporate Services		3 951	687		3 513	863		3 820	1 000	Finance reports
Planning and Development		971			1 062			979		Finance reports
Community Services		275			299	350		301		Finance reports
Housing		46			58			47		Finance reports
Public Safety		210			204			205		Finance reports
Sports and Recreation		513			753	12 000		668		Finance reports
Waster Water Management										Finance reports
Waste Management	330	622		398	622		372	899		Finance reports
Road Transport	921	2 846	9 288	752	2 846		679	3 571	6 750	Finance reports
Electricity	1 875	1 241		1 950	1 285	300	2 000	1 100		Finance reports
Total by Vote	12 015	15 875	9 975	13 622	15 438	13 513	74 372	18 522	7 750	

Monthly Projections of Expenditure (Operating, Capital and Revenue) by vote : Fourth Quarter

Expenditure and Revenue by Vote	Apr-17			May-17			Jun-17			Evidence required
	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	
Executive and Council		6 550			7 010			9 949		Finance reports
Budget and Treasury	10 681	2 405		10 014	3 123		7 535	4 370		Finance reports
Corporate Services		3 378			3 156			3 878		Finance reports
Planning and Development		982			987			983		Finance reports
Community Services		270			300			387		Finance reports
Housing		55			63			108		Finance reports
Public Safety		214	1 462		201	2 500		183	3 525	Finance reports
Sports and Recreation		842	5 816		954			927		Finance reports
Waste Water Management										Finance reports
Waste Management	395	962		405	872		1 459	1 231	2 910	Finance reports
Road Transport	888	2 325		873	2 975		781	3 190	958	Finance reports
Electricity	2 080	1 985		2 400	1 050		4 465	2 225	2 000	Finance reports
Total by Vote	14 044	19 968	7 278	13 692	20 691	2 500	14 239	22 431	9 394	

KPA 1 MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT

KEY PERFORMANCE INDICATORS

OUTCOME NINE (OUTPUT 1: IMPLEMENT A DIFFERENTIATED APPROACH TO MUNICIPAL FINANCING, PLANNING AND SUPPORT, OUTPUT 4: ACTIONS SUPPORTIVE OF THE HUMAN SETTLEMENT OUTCOMES)

Vote Nr	Strategic Objective	Municipal Programmes	Measurable Objectives	Key Performance measures/ Performance Indicator	KPI Unit of measure	Baseline / Status	Annual Target (30/06/2017)	Budget 2016/17	1st Quarter (1 Jul-30 Sept 2016)	2nd Quarter (1 Oct -31 Dec 2016)	3rd Quarter (1 Jan 31 Mar 2017)	4th Quarter (1 Apr- 3 Jun 2017)	Responsible Person	Evidence requires
	Improved Governance and Organisational Excellence	Human Resource Management	To ensure that the reviewed organizational structure is approved by council by 31/05/2016	To approve the Organisational structure by 31 May 2017	Date		Council Approved Organizational structure by 31 May 2017	Operational	N/A	N/A	N/A	Council Approved Organizational structure by 31 May 2017	Director Corp	Council Approved Organizational structure, Council Resolution
	Improved Governance and Organisational Excellence	Human Resource Management	Reducing the vacancy rate within the financial year	# of vacant positions to be filled by 30 June 2017	Number		40 Positions filled	Operational	N/A	30 Positions filled	N/A	10 Positions filled	Director Corp	Appointment letters
	Integrated Sustainable Development	IDP	Approval of the IDP/Budget/PMS process by 31 July 2015	To approve 2015/16 IDP/Budget/ PMS Process Plan by council by 31 July 2017	Date		Approval of 2015/16 IDP/Budget/PMS Process Plan by 31 July 2016	Operational	Approval of 2015/16 IDP/Budget/PMS Process Plan by 31 July 2016	N/A	N/A	N/A	Director INDEP	Council Approved IDP/ Budget/ PMS Process plan, Council Resolution
	Integrated Sustainable Development	IDP	Approval of the Draft 2016/17 IDP by 31 March 2016	To approve Draft 2016/17 IDP by 31 March 2017	Date		Approval of 2016/17 IDP by 31 March 2017	Operational	N/A	N/A	Approval of 2016/17 IDP by 31 March 2017	N/A	Director INDEP	Council approved Draft IDP and resolution, Council Resolution
	Integrated Sustainable Development	IDP	Approval of the Final 2016/17 IDP by council within the financial year	To approve Final 2016/17 IDP by Council 31 May 2017.	Date		Approval of final 2016/17 IDP by 31 May 2017	Operational	N/A	N/A	N/A	Approval of final 2016/17 IDP by 31 May 2017	Director INDEP	Council approved IDP and resolution, Council Resolution

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Improved Governance and Organisational Excellence	PMS	To ensure that SDBIP is finalised by 30 June 2016	To approve final 2016/17 SDBIP by the Mayor within 28 days after adoption of the final Budget and IDP by 30 June 2017.	Date		Approval of final 2016/17 SDBIP by the Mayor within 28 days after adoption of the Budget and IDP by 30 June 2017.	Operational	N/A	N/A	N/A	Approval of final 2016/17 SDBIP by the Mayor within 28 days after adoption of the Budget and IDP by 30 June 2017	Municipal Manager	Signed SDBIP by the Mayor
Improved Governance and Organisational Excellence	PMS	To ensure quarterly reporting and compliance within the financial year	# of Quarterly performance reports compiled by 30 June 2017.	Number		4 Quarterly performance reports compiled	Operational	1 Quarterly performance reports compiled	1 Quarterly performance reports compiled	1 Quarterly performance reports compiled	1 Quarterly performance reports compiled	Municipal Manager	Council approved Quarterly reports
Improved Governance and Organisational Excellence	PMS	To ensure that S54 & 56 Managers sign the performance agreements within 30 days after adoption of the final SDBIP.	To Sign Performance Agreements by 31 July 2016	Date		Performance Agreements signed by 31 July 2016.	Operational	Performance Agreements signed by 31 July 2016.	N/A	N/A	N/A	Municipal Manager	Signed Performance Agreements for Sec 54 & 56 Managers
Improved Governance and Organisational Excellence	PMS	To ensure quarterly assessments for S54 & 56 Managers is conducted within 30 days after the end of the quarter.	# of Individual performance assessments conducted in 2015/16 financial year by 30 June 2017	Number		2 Individual performance conducted	Operational	1 Individual performance conducted	N/A	1 Individual performance conducted	N/A	Municipal Manager	Performance Assessments report
Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance within the financial year	To submit Annual Institutional Performance report to CoGHSTA, Provincial Treasury and National Treasury by 30 August 2016.	Date		Submission of Annual Institutional Performance Report by 30 August 2016.	Operational	Submission of Annual Institutional Performance Report by 30 August 2016.	N/A	N/A	N/A	Municipal Manager	Dated proof of submission to CoGHSTA, Provincial and National Treasury

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KEY PERFORMANCE INDICATORS

OUTCOME NINE (OUTPUT 1: IMPLEMENT A DIFFERENTIATED APPROACH TO MUNICIPAL FINANCING, PLANNING AND SUPPORT, OUTPUT 4: ACTIONS SUPPORTIVE OF THE HUMAN SETTLEMENT OUTCOMES)

	Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance within the financial year	To submit Mid-Year report to CoGHSTA, Provincial and National Treasury by 25 January 2017	Date		Submission of Mid-year report to CoGHSTA, Provincial Treasury and National Treasury by 25 January 2017.	Operational	N/A	N/A	Submission of Mid-year report to CoGHSTA, Provincial Treasury and National Treasury by 25 January 2017	N/A	Municipal Manager	Dated proof of submission to CoGHSTA, Provincial and National Treasury
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KPA 1 MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT

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Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance	To table Annual Report in Council by 31 January 2017	Date		Tabling of Annual report in Council by 31 January 2017	Operational	N/A	N/A	Tabling of Annual report in Council by 31 January 2017.	N/A	Municipal Manager	Council approved Annual report, Council resolution
Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance within the financial year	To table Oversight report on the Annual Report in Council by 31 March 2017	Date		Tabling of Oversight report on the Annual Report in Council by 31 March 2017	Operational	N/A	N/A	Tabling of Oversight report on the Annual Report in Council by 31 March 2017.	N/A	Municipal Manager	Council approved Oversight report on the Annual report, Council resolution
Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance within the financial year	To publish Oversight report in the newspaper & website within 7 days of adoption by 07 April 2017.	Date		Publishing of the Oversight report in the Newspaper & Website within 7 days of adoption by 07 April 2017.	Operational	N/A	N/A	N/A	Publishing of the Oversight report in the Newspaper & Website within 7 days of adoption by 07 April 2017.	Municipal Manager	Council approved Annual report , Council resolution
Improved Governance and Organisational Excellence	PMS	To ensure implementation of the performance management system in the organisation within the financial year.	To approve Performance management policy for officials lower than sec 54 & 56 by 30 June 2017	Date		Approval of Performance Management Policy for officials lower than sec 54 & 56 Managers by 30 June 2017	Operational	N/A	N/A	N/A	Approval of Performance Management Policy for officials lower than sec 54 & 56 Managers by 30 June 2017	Municipal Manager	Council approved PMS policy for all municipal officials, council resolution
Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance within the financial year	To approve reviewed SDBIP in Council by 31 March 2017	Date		Approval of the reviewed SDBIP in Council by 31 March 2017	Operational	N/A	N/A	Approval of the reviewed SDBIP in Council by 31 March 2017.	N/A	Municipal Manager	Reviewed 2015/16 SDBIP, Council resolution
Improved Governance and Organisational Excellence	Legal Services	To improve efficiency and effectiveness of municipal administration within the financial year	% developed Service Level Agreements within 30 days after the appointment of Service provider by 30 June 2017	Percentage		100% (# of SLAs developed/ # of Appointments made)	Operational	100% (# of SLAs developed/ # of Appointments made)	100% (# of SLAs developed/ # of Appointments made)	100% (# of SLAs developed/ # of Appointments made)	100% (# of SLAs developed/ # of Appointments made)	Director Corp	Dated signed Service Level Agreements

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Improved Governance and Organisational Excellence	Internal Audit	To conduct quarterly assessment on municipal performance within the financial year	# of performance audit reports issued by 30 June 2017.	Number		4	Performance audit reports issued	Operational	1 Performance audit reports issued	1 Performance audit reports issued	1 Performance audit reports issued	1 Performance audit reports issued	Municipal Manager	Performance Audit report tabled, Council resolution
Improved Governance and Organisational Excellence	Internal Audit	Functionality of Audit within the financial year	To develop Audit action plan 31 January 2017	Date			Development of Audit Action plan by 31 January 2017	Operational	N/A	N/A	Development of Audit Action plan by 31 January 2017	N/A	Municipal Manager	Council approved audit action plan, Council resolution
Improved Governance and Organisational Excellence	Internal Audit	Functionality of Audit within the financial year	To develop Audit action plan by 31 January 2017	Date			Development of Internal Audit plan by 30 June 2017	Operational	N/A	N/A	Development of Internal Audit plan by 30 June 2017	N/A	Municipal Manager	Approved Internal Audit Plan
Improved Governance and Organisational Excellence	Internal Audit	To attain Clean Audit by ensuring compliance to all governance; financial management and reporting requirements by 30 June 2016	% of internal audit issues resolved (# of Internal Audit issues resolved / # of issues raised) by 30 June 2017	Percentage			100% internal audit issues resolved (# of Internal Audit issues resolved / # of issues raised)	Operational	25% internal audit issues resolved (# of Internal Audit issues resolved / # of issues raised)	50% internal audit issues resolved (# of Internal Audit issues resolved / # of issues raised)	75% internal audit issues resolved (# of Internal Audit issues resolved / # of issues raised)	100% internal audit issues resolved (# of Internal Audit issues resolved / # of issues raised)	Municipal Manager	Resolved IA register/plan, POE submitted
Improved Governance and Organisational Excellence	Internal Audit	To attain Clean Audit by ensuring compliance to all governance; financial management and reporting requirements by 30 June 2016	% of AG issues resolved (# of Auditor General issues resolved / # of issues raised) by 30 June 2017	Percentage			100% AG issues resolved	Operational	N/A	N/A	50% AG issues resolved (# of Auditor General issues resolved / # of issues raised)	100% AG issues resolved (# of Auditor General issues resolved / # of issues raised)	Municipal Manager	Resolved AG issues and POE's submitted
Improved Governance and Organisational Excellence	Risk management	To ensure effective implementation of risk mitigations actions 30 June 2016.	% of Risk issues resolved (# Risk issues implemented / resolved / # of risks identified) by 30 June 2017	Percentage			100% Risk issues resolved	Operational	25% Risk issues resolved (# Risk issues implemented / resolved / # of risks identified)	50% Risk issues resolved (# Risk issues implemented / resolved / # of risks identified)	75% Risk issues resolved (# Risk issues implemented / resolved / # of risks identified)	100% Risk issues resolved (# Risk issues implemented / resolved / # of risks identified)	Municipal Manager	Resolved Risk issues and POE submitted

**2016/17 CAPITAL WORKS PLAN
SUMMARY OF CAPITAL AND OPERATIONAL PROJECTS PER RESPONSIBLE MANAGER**

Vote Nr	Region	Key Performance Area	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Evidence required
39	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Office Management	To Purchase Scanner office by 30 June 2017	Scanner	01/07/2016	30/06/2017	Director Corp	GLM	5 000	Develop and submit specification to SCM for advertisement	Advertisement and Appointment of Service Provider	1 Scanner purchased and delivered	N/A	Delivery note
41	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Office Management	To Purchase office Furniture by 30 June 2017	Office Furniture	01/07/2016	30/06/2017	Director Corp	GLM	2 000 000	N/A	Develop and submit specification to SCM for advertisement	Advertisement and Appointment of Service Provider	Office Furniture purchased and delivered	Delivery note
39	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Information Technology	To purchase Mobile Overhead Projector by 30 June 2017	Mobile Overhead Projector	01/07/2016	30/06/2017	Director Corp	GLM	40 000	Develop and submit specification to SCM for advertisement	Advertisement and Appointment of Service Provider	Mobile Overhead Projector purchased and delivered	N/A	Delivery note
39	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Information Technology	To Replace 15 Laptops by 30 June 2017	Laptop Replacement	01/07/2016	30/06/2017	Director Corp	GLM	200 000	N/A	Develop and submit specification to SCM for advertisement	Advertisement and Appointment of Service Provider	15 Laptops purchased and delivered	Delivery note
39	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Information Technology	To Replace Desktops by 30 June 2017	Desktops replacements	01/07/2016	30/06/2017	Director Corp	GLM	150 000	N/A	Develop and submit specification to SCM for advertisement	Advertisement and Appointment of Service Provider	20 Laptops purchased and delivered	Delivery note
39	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Information Technology	To Purchase and Install Uninterrupted Power Supply by 30 June 2017	Uninterrupted Power Supply	01/07/2016	30/06/2017	Director Corp	GLM	150 000	N/A	Develop and submit specification to SCM for advertisement	Advertisement and Appointment of Service Provider	Uninterrupted Power supply Installed	Delivery note
39	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Information Technology	To purchase and Install Brail Printer Software by 31 March 2017	Brail Printer System (Brail note)	01/07/2016	30/06/2017	Director Corp	GLM	100 000	Develop and submit specification to SCM for advertisement	Advertisement and appointment of Service Provider	Brail Printer Software purchased and installed	N/A	Delivery note

39	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Information Technology	To purchase and Install of Org Plus Professional by 30 June 2017	Org Plus Professionals	01/07/2016	30/06/2017	Director Corp	GLM	24 000	N/A	N/A	Develop and submit specification to SCM for advertisement	Blade server purchased and installed	Delivery note
39	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Information Technology	To purchase and Install Civil Designer Software by 31 March 2017	Civil Designer Software, models: Allised, Elect, Water sewer	01/07/2016	30/06/2017	Director Corp	GLM	250 000	Submit specifications to SCM	Advertisement and appointment of Service Provider	Civil Designer System purchased and installed	N/A	Delivery note
39	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Information Technology	To purchase and Install Call Log System by 30 June 2017	Call Log System	01/07/2016	30/06/2017	Director Corp	GLM	350 000	Submit specifications to SCM	Advertisement and appointment of Service Provider	Call Log System purchased and installed	N/A	Delivery note
41	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Office Management	To purchase a Mobile Filing Unit by 31 March 2017	Mobile Filing Unit	01/07/2016	30/06/2017	Director Corp	GLM	200 000	Submit specifications to SCM	Advertisement and appointment of Service Provider	Mobile filing unit purchased and delivered	N/A	Delivery note
41	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Office Management	To purchase Microwave machine by 31 March 2017	Steel cabinet(15) MM and Corpos	01/07/2016	30/06/2017	Director Corp	GLM	15 000	Submit specifications to SCM	Advertisement and appointment of Service Provider	Steel cabinets purchased and delivered	N/A	Delivery note
41	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Office Management	To purchase an Overhead Projector by 30 June 2017	Overhead Projector (Mayors)	01/07/2016	30/06/2017	Director Corp	GLM	50 000	Submit specifications to SCM	Advertisement and appointment of Service Provider	Overhead projector purchased and delivered	N/A	Delivery note
41	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Office Management	To Purchase and deliver PDF Converter Software by 30 June 2017	PDF Converter Software	01/07/2016	30/06/2017	Director Corp	GLM	10 000	Submit specifications to SCM	Advertisement and appointment of Service Provider	PDF Converter purchased and delivered	N/A	Delivery note
41	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Office Management	To Purchase 4 Slip Printers by 30 June 2017	Slip Printers (4)	01/07/2016	30/06/2017	Director Corp	GLM	16 000	Submit specifications to SCM	Advertisement and appointment of Service Provider	Slip Printers purchased and delivered	N/A	Delivery note
41	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Office Management	To purchase and Install Server room air conditioner by 30 June 2017	Server room air Conditioner	01/07/2016	30/06/2017	Director Corp	GLM	25 000		Advertisement and appointment of Service Provider	Server room air conditioner purchased and installed	N/A	Delivery note
41	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Property Services	To refurbish the corporate services Offices, toilet, kitchen and registry.	Refurbishment of corporate services Offices, toilet, Kitchen & registry	01/07/2016	30/06/2017	Director Corp	GLM	305 000	Submit specifications to SCM	Advertisement and appointment of Service Provider	Steel cabinets purchased and delivered	Project completed	Payment certificate & Progress report

KPA 2 : BASIC SERVICE DELIVERY INDICATORS

OUTPUT 2: IMPROVING ACCESS TO BASIC SERVICES. OUTPUT 3: IMPLEMENTATION OF THE COMMUNITY WORKS PROGRAMME

Vote Nr	Strategic Objective	Programme	Measurable Objective	KPI Unit of measure/ Performance Indicator	Baseline / Status	Annual Target (30/06/17)	Budget 2016/2017	1st Quarter (1 Jul-30 Sept 2016)	2nd Quarter (1 Oct -31 Dec 2016)	3rd Quarter (1 Jan 31 Mar 2017)	4th Quarter (1 Apr- 3 Jun 2017)	Responsible Person	Evidence required
	Integrated and Sustainable Human Settlement	Spatial Planning	To submit housing demand database to COGHSTA by 31 December 2015	To submit Housing demand database to CoGHSTA by 31 December 2016		Submission of Housing database to CoGHSTA by 31 December 2016	Operational	N/A	Submission of Housing database to CoGHSTA by 31 December 2016	N/A	N/A	Director INDEP	Dated proof of submission to CoGHSTA
	Integrated and Sustainable Human Settlement	Spatial Planning	To ensure that land use applications are processed within 90 days of receipt.	% of land use applications processed (# of applications received / # of land use applications processed) within 90 days of receipt by 30 June 2017.		100% applications processed (# of applications received / # of land use applications processed)	Operational	100% applications processed (# of applications received / # of land use applications processed)	100% applications processed (# of applications received / # of land use applications processed)	100% applications processed (# of applications received / # of land use applications processed)	100% applications processed (# of applications received / # of land use applications processed)	Director INDEP	Dated register recording land use applications
	Access to Sustainable Basic Services	Waste management	Provision of waste removal within the financial year	# of HH with access to refuse removal at least once a week by 30 June 2017.		4654 HH with access to refuse removal at least once a week	Operational	4654 HH with access to refuse removal at least once a week	4654 HH with access to refuse removal at least once a week	4654 HH with access to refuse removal at least once a week	4654 HH with access to refuse removal at least once a week	Director COMM	Rooster/ waste management reports
	Access to Sustainable Basic Services	Electricity	To ensure provision of electricity services	# of HH with access to electricity by 30 June 2017.		56905HH with access to electricity	Operational	N/A	N/A	N/A	56905HH with access to electricity	Director INDEP	Electricity/ Finance reports
	Access to Sustainable Basic Services	Waste management	Provision of waste removal within the financial year	To construct Landfill site at Maphalle by 30 June 2017		Maphalle Landfill site Project completed by 30 June 2017	R 5 000 000 (Capital)	Specifications submitted to SCM for advertisement	Appointment of service provider	Construction of the Landfill site	Maphalle Landfill site Project completed by 30 June 2017	Director COMM	Payment certificates
	Access to Sustainable Basic Services	Roads	To ensure access to municipal roads within the financial year	# of Km of gravel roads upgraded to paving by 30 June 2017	54.4 km Roads paved	33 km of roads upgraded	Capital	Develop specification and submit to SCM unit for advertisement	Advertise and appoint service provider for construction of street paving projects	Layer works completed for 50km	Completion stage : project completed and handed-over to the municipality.	Director INDEP	Handover reports / Practical completion certificate

**2016/17 CAPITAL WORKS PLAN
SUMMARY OF CAPITAL AND OPERATIONAL PROJECTS PER RESPONSIBLE MANAGER**

Vote Nr	Region	Key Performance Area	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Evidence required
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To construct a Library at Shotong by 30 June 2017	Shotong Library	01/07/2016	30/06/2017	Director INDEP	GLM	2 000 000	Tender processes and appoint service provider	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To construct a Library at Rotterdam by 30 June 2017	Rotterdam Library	01/07/2016	30/06/2017	Director INDEP	GLM	2 000 000	Tender processes and appoint service provider	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To purchase 2000 Chairs and 10 Tables for Mokwakwaila & Senwamokgope by 30 June 2017	Chairs (2000) Tables (10) for Mokwakwaila & Senwamokgope	01/07/2016	30/06/2017	Director INDEP	GLM	350 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	2000 and 10 Tables purchased and delivered	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct a Community hall at Ward 5 by 30 June 2017	Ward 5 Community Hall	01/07/2016	30/06/2017	Director INDEP	GLM	400 000	Tender processes and appoint service provider	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct a Community hall at Shamfana by 30 June 2017	Shamfana Community Hall	01/07/2016	30/06/2017	Director INDEP	GLM	1 500 000	Tender processes and appoint service provider	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct a community hall in Lemondokop by 30 June 2017	Lemondokop Community Hall	01/07/2016	30/06/2017	Director INDEP	GLM	400 000	Tender processes and appoint service provider	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct a community hall in Thlothlokwe by 30 June 2017	Thlothlokwe Community Hall	01/07/2016	30/06/2017	Director INDEP	GLM	400 000	Tender processes and appoint service provider	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Sports & Recreation	To Construct a Sports Complex in Mamanyoha by 30 June 2017	Mamanyoha Sports Complex	01/07/2016	30/06/2017	Director INDEP	GLM	6 414 503	Tender processes and appoint service provider	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Sports & Recreation	To Construct a Sports Complex in Madumeleng / Shotong by 30 June 2017	Madumeleng / Shotong Sports Complex	01/07/2016	30/06/2017	Director INDEP	GLM	6 024 250	Tender processes and appoint service provider	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Sports & Recreation	To Construct a Sports Complex in Thakgalane by 30 June 2017	Thakgalane Sports Complex	01/07/2016	30/06/2017	Director INDEP	GLM	6 024 250	Specifications submitted to SCM for advertisement	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates

		Basic Service Delivery	Access to Sustainable Basic Services	Sports & Recreation	To Construct a Sports Complex in Rotterdam by 30 June 2017	Rotterdam Sports Complex	01/07/2016	30/06/2017	Director INDEP	GLM	6 500 000	Specifications submitted to SCM for advertisement	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Refuse Removal	To Construct Modjajdiskloof Transfer Stations(Designs)	Modjajdiskloof Transfer Stations	01/07/2016	30/06/2017	Director INDEP	GLM	600 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Designs Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To purchase and deliver Skips Bins by 30 Jun e2017	Skip Bins	01/07/2016	30/06/2017	Director INDEP	GLM	250 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Skip Bins purchased and delivered	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Refuse Removal	To Construct Maphalle landfill site by 30 June 2017	Maphalle Landfill site	01/07/2016	30/06/2017	Director COMM	GLM	5 000 000	Specifications submitted to SCM for advertisement	Tender processes and appoint service provider	Construction commences	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Refuse Removal	To purchase and deliver Refuse Compactor Truck by 30 June 2017	Refuse Compactor Truck	01/07/2016	30/06/2017	Director COMM	GLM	2 000 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Refuse Compactor Truck	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Refuse Removal	To Construct Low Level Bridges by 30 June 2017	Low Level Bridges	01/07/2016	30/06/2017	Director INDEP	GLM	5 845 118	Complete designs for Low Level Bridges and submit to SCM for advertisement	Advertise for construction of Low level Bridges	Appoint contractors and commence with construction of Low Level Bridge	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To Upgrade Maapana street from gtavel to pave by 30 June 2017	Iltieng-Sekgosese street paving	01/07/2016	30/06/2017	Director INDEP	GLM	6 000 000	Complete designs for Iltieng street paving and submit to SCM for advertisement	Advertise for construction of Iltieng Streets paving	Appoint contractors and commence with construction of Iltieng Streets	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To purchase and deliver Tipper truck by 30 June 2017	Lemondokop street paving	01/07/2016	30/06/2017	Director INDEP	GLM	6 000 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To Purchase and deliver Bulldozer by 30 June 2017	Modjajdi Ivory Route Phase 1	01/07/2016	30/06/2017	Director INDEP	GLM	4 000 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To purchase and deliver 1 Roller by 30 June 2017	Roller (x1)	01/07/2016	30/06/2017	Director INDEP	GLM	300 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	1 Roller purchased and delivered	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Cemetery	To construct cemetery paving at Mokwasele by 30 June 2017	Mokwasele Cemetery paving	01/07/2016	30/06/2017	Director INDEP	GLM	300 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Project Completed	Progress report, Payment Certificates

		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To Upgrade Moshakga street from gravel to paving(Planning) by 30 June 2017	Moshakga street paving	01/07/2016	30/06/2017	Director INDEP	GLM	300 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Traffic and Licensing	To Erect Eye Test Apparatus Modjadjiskloof & Kgapan DLTC by 30 June 2017	Eye Test Apparatus Modjadjiskloof & Kgapan DLTC	01/07/2016	30/06/2017	Director COMM	GLM	300 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Traffic and Licensing	To Erect Poles & pedestals in modjadjiskloof by 30 June 2017	Obstacles (poles & pedestals) Modjadjiskloof DLTC	01/07/2016	30/06/2017	Director COMM	GLM	250 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Traffic and Licensing	To erect Office & brick safe for firearm by 30 June 2017	Firearm, Ammunition, Office safe & brick safe	01/07/2016	30/06/2017	Director COMM	GLM	200 000	N/A	Submit Specification to SCM for advertisement	Tender processes and appoint service provider	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Electricity	To refurbish Electricity Nertwork by 30 June 2017	Electricity Nertwork Refurbishment	01/07/2016	30/06/2017	Director INDEP	GLM	2 000 000	Specifications submitted to SCM for advertisement	Advertise for appointment of service provider	Appoint contractors and commence with refurbishment of electricity network	Electricity Nertwork refurbished	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Electricity	To erect Energy Efficient street lights by 30 June 2017	Energy Efficient Street lights	01/07/2016	30/06/2017	Director INDEP	GLM	700 000	Specifications submitted to SCM for advertisement	Advertise for appointment of service provider	Appoint contractors and commence with replacing energy efficient street lights	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Sports & Recreation	To Construct Kgapan stadium by 30 June 2017	Kgapan Stadium Phase 3	01/07/2016	30/06/2017	Director INDEP	MIG	7 289 000	Complete designs for Kgapan Stadium and submit to SCM for advertisement	Advertise for construction of Kgapan Stadium	Appoint contractors and commence with construction of Kgapan Stadium	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To Construct Library at Mokwakwaila by 30 June 2017	Mokwakwaila Library	01/07/2016	30/06/2017	Director INDEP	MIG	1 800 000	Complete designs for Mokwakwaila street paving and submit to SCM for advertisement	Advertise for construction of Mokwakwaila Streets paving	Appoint contractors and commence with construction of Mokwakwaila Streets	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To upgrade Seatlaleng street from gravel to paving by 30 June 2017	Seatlaleng street paving	01/07/2016	30/06/2017	Director INDEP	MIG	2 200 000	Complete designs for Seatlaleng and submit to SCM for advertisement	Advertise for construction of Seatlaleng street paving	Appoint contractors and commence with construction of Seatlaleng street paving	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To upgrade Mohlakong street from gravel to paving by 30 June 2017	Mohlakong Street paving	01/07/2016	30/06/2017	Director INDEP	MIG	2 000 000	Complete designs for Mohlakong street paving and submit to SCM for advertisement	Advertise for construction of Mohlakong street paving	Appoint contractors and commence with construction of Mohlakong street paving	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To construct a Sports Coplex at Shaamiri by 30 June 2017	Shaamiri Sports Complex	01/07/2016	30/06/2017	Director INDEP	MIG	4 000 000	Complete designs for Shaamiri Sports complex and submit to SCM for advertisement	Advertise for construction of Shaamiriri Sports Complex	Appoint contractors and commence with construction of Shaamiri Sports Complex	Project Completed	Progress report, Payment Certificates

		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Matshelapata street from gravel to paving by 30 June 2017	Matshelapata street paving	01/07/2016	30/06/2017	Director INDEP	MIG	1 400 000	Complete designs for Matshelapata street paving and submit to SCM for advertisement	Advertise for construction of Matshelapata street paving	Appoint contractors and commence with construction of Matshelapata street paving	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Shawela street from gravel to paving by 30 June 2017	Shawela Street paving	01/07/2016	30/06/2017	Director INDEP	MIG	2 200 000	Complete designs for Shawela street paving and submit to SCM for advertisement	Advertise for construction of Shawela street paving	Appoint contractors and commence with construction of Shawela street paving	Designs Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Sekgopo street from gravel to paving by 30 June 2017	Sekgopo Maboying Street paving	01/07/2016	30/06/2017	Director INDEP	MIG	2 400 000	Complete designs for Sekgopo Maboying street paving and submit to SCM for advertisement	Advertise for construction of Sekgopo Maboying street paving	Appoint contractors and commence with construction of Sekgopo Maboying street paving	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Tlotlokwe street from gravel to paving by 30 June 2017	Tlotlokwe street paving	01/07/2016	30/06/2017	Director INDEP	MIG	2 000 000	Complete designs for Tlotlokwe street paving and submit to SCM for advertisement	Advertise for construction of Tlotlokwe street paving	Appoint contractors and commence with construction of Tlotlokwe street paving	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Shamfana street from gravel to paving by 30 June 2017	Shamfana street paving	01/07/2016	30/06/2017	Director INDEP	MIG	2 200 000	Complete designs for Shamfana street paving and submit to SCM for advertisement	Advertise for construction of Shamfana street paving	Appoint contractors and commence with construction of Shamfana street paving	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Kherobeng street from gravel to paving by 30 June 2017	Kherobeng Street paving	01/07/2016	30/06/2017	Director INDEP	MIG	2 200 000	Complete designs for Kherobeng street paving and submit to SCM for advertisement	Advertise for construction of Kherobeng street paving	Appoint contractors and commence with construction of Kherobeng street paving	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct a Community hall at Goedplaas by 30 June 2017	Goedplas Community Hall	01/07/2016	30/06/2017	Director INDEP	MIG	4 000 000	Complete designs for Goedplas community hall and submit to SCM for advertisement	Advertise for construction of Goedplas community hall	Appoint contractors and commence with construction of Goedplas community hall	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct a Community hall at Thakgalane by 30 June 2017	Thakgalane Community Hall	01/07/2016	30/06/2017	Director INDEP	MIG	4 000 000	Complete designs for Thakgalane street paving and submit to SCM for advertisement	Advertise for construction of Thakgalane	Appoint contractors and commence with construction of Thakgalane Community hall	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct a Community hall at Ntata by 30 June 2017	Ntata Community Hall	01/07/2016	30/06/2017	Director INDEP	MIG	4 000 000	Complete designs for Mohlakong street paving and submit to SCM for advertisement	Advertise for construction of Ntata Community Hall	Appoint contractors and commence with construction of Ntata Community Hall	Project Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Sekgopo street from gravel to paving by 30 June 2017	Sekgopo Moshate street upgrading	01/07/2016	30/06/2017	Director INDEP	MIG	700 000	Develop terms of reference and submit to SCM for advertisement	Advertise and appoint service providers for planning of Sekgopo street upgrading	Appoint service provider. Technical report and preliminary designs submitted	Designs Completed	Progress report, Payment Certificates

		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Mamphakati street from gravel to paving by 30 June 2017	Mamphakate Street upgrading	01/07/2016	30/06/2017	Director INDEP	MIG	550 000	Develop terms of reference and submit to SCM for advertisement	Advertise and appoint service providers for planning Mamphakati street upgrading	Appoint service provider. Technical report and preliminary designs submitted	Designs Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Ramphanyene street from gravel to paving by 30 June 2017	Ramphanyana Street upgrading	01/07/2016	30/06/2017	Director INDEP	MIG	550 000	Develop terms of reference and submit to SCM for advertisement	Advertise and appoint service providers for planning of Ramphanyene street upgrading	Appoint service provider. Technical report and preliminary designs submitted	Designs Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Las Vegas street from gravel to paving by 30 June 2017	Las Vegas Street paving	01/07/2016	30/06/2017	Director INDEP	MIG	550 000	Develop terms of reference and submit to SCM for advertisement	Advertise and appoint service providers for planning of Las Vegas street upgrading	Appoint service provider. Technical report and preliminary designs submitted	Designs Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Dichosing street from gravel to paving by 30 June 2017	Dichosing street upgrading	01/07/2016	30/06/2017	Director INDEP	MIG	550 000	Develop terms of reference and submit to SCM for advertisement	Advertise and appoint service providers for planning of Dichosing street upgrading	Appoint service provider. Technical report and preliminary designs submitted	Designs Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Ga-Ntata street from gravel to paving by 30 June 2017	Ga Ntata street upgrading	01/07/2016	30/06/2017	Director INDEP	MIG	550 000	Develop terms of reference and submit to SCM for advertisement	Advertise and appoint service providers for planning of Ga Ntata street upgrading	Appoint service provider. Technical report and preliminary designs submitted	Designs Completed	Progress report, Payment Certificates
		Basic Service Delivery	Access to Sustainable Basic Services	Electricity	To erect and energise Highmast in 12 villages by 30 June 2017	Highmasts Lights in 12 villages	01/07/2016	30/06/2017	Director INDEP	MIG	8 076 390	CompleteHighmasts Ratjeke street paving and submit to SCM for advertisement	Advertise for construction of Highmast in 12 villages	Appoint contractors and commence with construction of Highmast in 12 villages	Project Completed	Progress report, Payment Certificates

KPA 3 : LOCAL ECONOMIC DEVELOPMENT

KEY PERFORMANCE INDICATORS

OUTCOME 9: IMPLEMENTATION OF THE COMMUNITY WORK PROGRAMME

Vote Nr	Strategic Objective	Municipal Programmes	Measurable Objectives	Key Performance measures/ Performance Indicator	KPI Unit of measure	Baseline / Status	Annual Target (30/06/2017)	Budget 2016/17	1st Quarter (1 Jul-30 Sept 2016)	2nd Quarter (1 Oct -31 Dec 2016)	3rd Quarter (1 Jan 31 Mar 2017)	4th Quarter (1 Apr- 3 Jun 2017)	Responsible Person	Evidence requires
	Improved Governance and Organisational Excellence	Improved local economy	To ensure Promotion of local economy within the financial year	# of jobs created through municipal activities by 30 June 2017	Number		800 Jobs created	Operational	200 Jobs created	200 Jobs created	200 Jobs created	200 Jobs created	Director INDEP	Proof for SMME s supported
	Improved Governance and Organisational Excellence	Improved local economy	To ensure Promotion of local economy within the financial year	# of SMME s supported through Sypply Chain Management by 30 June 2017.	Number		120 SMME s supported	Operational	30 SMME s supported	30 SMME s supported	30 SMME s supported	30 SMME s supported	CFO	Proof for SMME s supported
	Integrated Sustainable Development	Improved local economy	To ensure Promotion of local economy within the financial year	# of EPWP reports submitted to Council by 30 June 2017	Number		12 EPWP reports generated	Operational	3 EPWP reports generated	6 EPWP reports generated	9 EPWP reports generated	12 EPWP reports generated	Director INDEP	EPWP reports
	Integrated Sustainable Development	Improved local economy	To ensure Coordination of Agriculture forums within the financial year	# of Agriculture Forums coordinated by 30 June 2017	Number		4 Agriculture forums coordinated	Operational	1 Agriculture forum coordinated	1 Agriculture forum coordinated	1 Agriculture forum coordinated	1 Agriculture forum coordinated	Director INDEP	Agenda, Minutes & Attendance register
	Integrated Sustainable Development	Marketing/ Branding	To Market municipal initiatives within the financial year	# of Marketing initiatives conducted by 30 June 2017.	Number		4 Marketing initiatives conducted	Operational	1 Marketing initiatives conducted	1 Marketing initiatives conducted	1 Marketing initiatives conducted	1 Marketing initiatives conducted	Director INDEP	proof for marketing initiated

KPA 3: LOCAL ECONOMIC DEVELOPMENT

IMPLEMENTATION OF THE COMMUNITY WORK PROGRAMME

OUTCOME9 :

Vote Nr	Region	Key Performance Area	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Evidence required
32		Basic Service Delivery	Access to Sustainable Basic Services	Planning and Development	To design and construct fence and admin block at the new show ground by 30 June 2017	GLM Show Ground	01/07/2016	30/06/2017	Director INDEP	GLM	3 000 000	Develop and submit specification to SCM for advertisement	Advertisement and appointment of Service Provider	Appoint Architectures for professional services.	GLM show completed	Payment Certificate/ Progress report /Completion certificate
32		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Madumeleng Youth Centre by 30 June 2017	Madumeleng Youth Centre	01/07/2016	30/06/2017	Director INDEP	GLM	400 000	Submission of Specifications to SCM, Advertise Tender	Appoint contractor to construct Youth Centre	Fencing and foundation completed. Building at roof	Madumeleng Youth centre Project Completed	Payment Certificate/ Progress report
32		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Maphalle Youth Centre by 30 June 2017	Maphalle Youth centre	01/07/2016	30/06/2017	Director INDEP	GLM	400 000	Submission of Specifications to SCM, Advertise Tender	Appoint contractor to construct Youth Centre	Fencing and foundation completed. Building at roof	Maphalle Youth centre Project Completed	Payment Certificate/ Progress report
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Sekgopo Youth Centre by 30 June 2017	Sekgopo Youth Centre	01/07/2016	30/06/2017	Director INDEP	GLM	2 000 000	Submission of Specifications to SCM, Advertise Tender	Appoint contractor to construct Youth Centre	Fencing and foundation completed. Building at roof	Sekgopo Youth Centre Project Completed	Payment Certificate/ Progress report
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Kgapane Youth Centre by 30 June 2017	Kgapane Youth Centre	01/07/2016	30/06/2017	Director INDEP	GLM	600 000	Submission of Specifications to SCM, Advertise Tender	Appoint contractor to construct Youth Centre	Fencing and foundation completed. Building at roof	Kgapane Youth centre Project Completed	Payment Certificate/ Progress report
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Roerfontein Youth Centre by 30 June 2017	Roerfontein Youth Centre	01/07/2016	30/06/2017	Director INDEP	GLM	2 000 000	Submission of Specifications to SCM, Advertise Tender	Appoint contractor to construct Youth Centre	Fencing and foundation completed. Building at roof level	Roerfontein Youth centre Project Completed	Payment Certificate/ Progress report /Completion certificate
32		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Mokwakwaila Youth Centre by 30 June 2017	Mokwakwaila Youth Centre	01/07/2016	30/06/2017	Director INDEP	GLM	2 000 000	Submission of Specifications to SCM, Advertise Tender	Appoint contractor to construct Youth Centre	Fencing and foundation completed. Building at roof level	Mokwakwaila Youth centre Project Completed	Payment Certificate/ Progress report /Completion certificate
32		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Madumeleng Old Age Facility by 30 June 2017	Madumeleng Old Age Facility	01/07/2016	30/06/2017	Director INDEP	GLM	2 000 000	Submission of Specifications to SCM, Advertise Tender	Appoint contractor to construct Old Age Facility	Fencing and foundation completed. Building at roof	Madumeleng Old Age Facility Project Completed	Payment Certificate/ Progress report
32		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Kgapane Old Age by 30 June 2017	Kgapane Old Age Facility	01/07/2016	30/06/2017	Director INDEP	GLM	2 000 000	Submission of Specifications to SCM, Advertise Tender	Appoint contractor to construct Old Age Facility	Fencing and foundation completed. Building at roof	Kgapane Old Age Facility Project Completed	Payment Certificate/ Progress report
32		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Roerfontein Old Age by 30 June 2017	Roerfontein Old Age Facility	01/07/2016	30/06/2017	Director INDEP	GLM	2 000 000	Develop and submit specification to SCM for advertisement	Appoint contractor to construct Old Age Facility	Appoint Architectures for professional services.	Roerfontein Old Age Facility Project Completed	Payment Certificate/ Progress report /Completion certificate
		Basic Service Delivery	Access to Sustainable Basic Services	Community Services	To Construct Phooko/ Raphahlelo Youth Centre	Phooko/ Raphahlelo Youth Centre	01/07/2016	30/06/2017	Director INDEP	GLM	300 000	Submission of Specifications to SCM, Advertise Tender	Appoint contractor to construct Youth Centre	Draft Designs submitted to the Municipality	Designs for Phooko/ Raphahlelo Youth Centre completed	Payment Certificate/ Progress report /Completion certificate

**KPA 4 MUNICIPAL FINANCIAL VIABILITY
KEY PERFORMANCE INDICATORS
OUTPUT 6: ADMINISTRATIVE AND FINANCIAL CAPABILITY**

Vote Nr	Strategic Objective	Programmes	Measurable Objectives	Measurable Objective/ Performance Indicator	KPI Unit of measure	Baseline / Status	Annual Target (30/06/17)	Budget 2016/2017	1st Quarter (1 Jul - 30 Sept 2016)	2nd Quarter (1 Oct - 31 Dec 2016)	3rd Quarter (1 Jan 31 Mar 2017)	4th Quarter (1 Apr- 3 Jun 2017)	Responsible Person	Evidence required
	Sustainable Financial Institution	Revenue	To ensure improvement in revenue collection within the financial year	% in revenue collected by 30 June 2017	Percentage		100% in revenue collection	Operational	25% in revenue collection	50% in revenue collection	75% in revenue collection	100% in revenue collection	CFO	Financial reports
	Sustainable Financial Institution	Expenditure Management	Provision of free basic services within the financial year	# of HH receiving free basic services by 30 June 2017	Number		1500 HH receiving free basic services	Operational	N/A	N/A	N/A	1500 HH receiving free basic services	CFO	Updated Indigent register
	Sustainable Financial Institution	Budget and Reporting	To ensure that quarterly financial statements are prepared within 14 days after the end of each quarter.	# of quarterly financial statements submitted to Provincial Treasury	Number		4 Financial statements submitted	Operational	1 Financial statement submitted	1 Financial statement submitted	1 Financial statement submitted	1 Financial statement submitted	CFO	Dated proof of submission Financial Statements
	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	To approve Draft 2017/17 Budget by Council on 31 March 2017	Date		Approval of Draft 2017/18 Budget by Council on 31 March 2017	Operational	N/A	N/A	Approval of Draft Budget by Council on 31 March 2017	N/A	CFO	Council approved Draft Budget, Council Resolution
	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	To approve Final 2017/17 Budget by council by 31 May 2017	Date		Approval of Final 2017/18 Budget by Council on 31 May 2017	Operational	N/A	N/A	N/A	Approval of Final 2017/17 Budget by Council on 31 May 2017	CFO	Council Approved Final Budget, Council Resolution
	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	To approve Budget related policies by 31 March 2017	Date		Approval of budget related policies by Council on 31 March 2017	Operational	N/A	N/A	N/A	Approval of budget related policies by Council on 31 March 2017	CFO	Council Approved Budget related policies, Council Resolution
	Sustainable Financial Institution	Revenue Management	To ensure compliance with legislation within the financial year	To develop, review and adopt Revenue Enhancement Strategy 30 June 2017	Document		Adoption of the Revenue Enhancement Strategy by 30 June 2017.	30/06/2017	Gathering of information on the Revenue Enhancement Strategy	Coalition of information on the Revenue Enhancement Strategy.	Finalise the Draft Revenue Enhancement Strategy	Adoption by Council of the Revenue Enhancement Strategy by 30 June 2017.	CFO	Council Approved Revenue Enhancement Strategy, Council Resolution
	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	To approve 2016/16 Adjustment budget in council by 28 February 2017	Date		Approval of 2016/16 Adjustment budget in Council by 28 February	Operational	N/A	N/A	Approval of 2016/16 Adjustment budget in Council by 28 February	N/A	CFO	Council approved adjustment budget, Council Resolution

	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	To submit Unaudited financial statements by 31/08/2016	Date		Submission of Unaudited Financial Statements by 31 August 2016.	Operational	Submission of Unaudited Financial Statements by 31 August 2016.	N/A	N/A	N/A	CFO	Dated proof of submission of Unaudited AFS
	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	# of Sec 32 Register developed and updated by 30 June 2017.	Number		12 Sec 32 register developed and updated by 30 June 2017.	Operational	3 Sec 32 registers developed and updated	3 Sec 32 registers developed and updated	3 Sec 32 registers developed and updated	3 Sec 32 registers developed and updated	CFO	Dated proof of Sec 32 register
	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	To approve Finance by-laws by 31 May 2017	Date		Approval of Finance by-laws by 31 May 2017.	Operational	N/A	N/A	n/a	Approval of Finance by-laws by 31 May 2017.	CFO	Council approved finance by-laws, Council Resolution
	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	# of Finance compliance report submitted to Treasuries & CoGHSTA by 30 June 2017.	Number		12 Finance compliance report submitted	Operational	3 Finance compliance report submitted	3 Finance compliance report submitted	3 Finance compliance report submitted	3 Finance compliance report submitted	CFO	Financial reports
	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	To submit monthly Sec 71 reports to Provincial treasury within 10 working days by 30 June 2017.	Date		Submission of monthly Sec 71 reports to Provincial treasury within 10 working days by 30 June 2017.	Operational	Sec 71 reports submitted to Provincial Treasury within 10 working days	Sec 71 reports submitted to Provincial Treasury within 10 working days	Sec 71 reports submitted to Provincial Treasury within 10 working days	Sec 71 reports submitted to Provincial Treasury within 10 working days	CFO	Dated proof of submission
	Sustainable Financial Institution	Supply Chain Management	To Improve financial viability within the financial year	To appoint Supply Chain Structures by 30 June 2017.	Date		Appointment of Supply Chain Structures by 31 July 2017.	Operational	Appointment of Supply Chain Structures by 31 July 2017.	N/A	N/A	N/A	Municipal Manager	Appointment Letters
	Sustainable Financial Institution	Supply Chain Management	To ensure payment of service providers within 30 days of the submission of invoices.	To pay invoices within 30 days of receipt by 30 June 2017.	Days		Payment of invoices within 30 days	Operational	Payment of invoices within 30 days of receipt.	Payment of invoices within 30 days of receipt.	Payment of invoices within 30 days of receipt.	Payment of invoices within 30 days of receipt.	CFO	Dated proof of payment
	Sustainable Financial Institution	Assets Management	To ensure compliance with legislation within the financial year	# Assets verifications conducted in line with GRAP standards by 30 June 2017.	Number		4 Assets verifications conducted	Operational	1 Assets verifications conducted	1 Assets verifications conducted	1 Assets verifications conducted	1 Assets verifications conducted	CFO	Quarterly Assets verification reports
	Sustainable Financial Institution	Expenditure Management	To effectively manage the financial affairs of the municipality within the financial year	% capital budget spent as approved by Council by 30 June 2017.	Percentage		100% Capital Budget spent	Capital	25% Capital Budget spent	50% Capital Budget spent	75% Capital Budget spent	100% Capital Budget spent	CFO	Financial reports
	Sustainable Financial Institution	Expenditure Management	To effectively manage the financial affairs of the municipality within the financial year	% MIG expenditure by 30 June 2017.	Percentage		100% MIG expenditure	Capital	25% MIG expenditure	50% MIG expenditure	75% MIG expenditure	100% MIG expenditure	CFO/ INDEP	Financial reports
	Sustainable Financial Institution	Expenditure Management	To effectively manage the financial affairs of the municipality within the financial year	% FMG expenditure by 30 June 2017.	Percentage		100% FMG Expenditure	Operational	25% FMG Expenditure	50% FMG Expenditure	75% FMG Expenditure	100% FMG Expenditure	CFO	Financial reports
	Sustainable Financial Institution	Expenditure Management	To effectively manage the financial affairs of the municipality within the financial year	% MSIG expenditure 30 June 2017.	Percentage		100% MSIG expenditure	Operational	25% MSIG expenditure	50% MSIG expenditure	75% MSIG expenditure	100% MSIG expenditure	CFO	Financial reports
	Sustainable Financial Institution	Expenditure Management	To effectively manage the financial affairs of the municipality within the financial year	% EPWP expenditure 30 June 2017.	Percentage		100% EPWP expenditure	Operational	25% EPWP expenditure	50% EPWP expenditure	75% EPWP expenditure	100% EPWP expenditure	CFO/ INDEP	Financial reports
	Sustainable Financial Institution	Expenditure Management	To effectively manage the financial affairs of the municipality within the financial year	% FBS expenditure 30 June 2017.	Percentage		100% FBS expenditure	Operational	25% FBS expenditure	50% FBS expenditure	75% FBS expenditure	100% FBS expenditure	CFO	Financial reports

**2016/17 CAPITAL WORKS PLAN
SUMMARY OF CAPITAL AND OPERATIONAL PROJECTS PER RESPONSIBLE MANAGER**

Vote Nr	Region	Key Performance Area	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Evidence required
50	Head Office	Municipal Transformation and Development	Sustainable Financial Institution	Office Management	To purchase Money Counting Machine by 31 March 2017	Money Counting Machine	01/07/2016	30/06/2017	CFO	GLM	5 000	N/A	Submit specifications to SCM	Advertisement and appointment of Service Provider	Cash Power system purchased and installed	Completion certificate and delivery note
50	Head Office	Municipal Transformation and Development	Sustainable Financial Institution	Office Management	To purchase 6 Large lockable cash boxes (6) by 30 June 2017	Large lockable cash boxes (6)	01/07/2016	30/06/2017	CFO	GLM	6 000	N/A	Submit specifications to SCM	Advertisement and appointment of Service Provider	Cash Power system purchased and installed	Completion certificate and delivery note

**KPA 5 : GOOD GOVERNANCE AND PUBLIC PARTICIPATION
KEY PERFORMANCE INDICATORS**

OUTCOME 9 (OUTPUT 5: DEEPEN DEMOCRACY THROUGH A REFINED WARD COMMITTEE MODEL, OUTPUT 6: ADMINISTRATIVE AND FINANCIAL CAPABILITY)

Vote Nr	Strategic Objective	Programmes	Measurable Objectives	Performance measures/ Indicator	KPI Unit of measure	Baseline	Annual Target (30/06/2017)	Budget 2017/2016	1st Quarter (1 Jul-30 Sept 2016)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2017)	4th Quarter (1 Apr- 3 Jun 2017)	Responsible Person	Evidence required
	Improved Governance and Organisational Excellence	Council	To ensure functionality of Council committee within the financial year.	# of Council Meetings held by 30 June 2017.	Number		4 Council meetings held	Operational	1 Council meetings held	1 Council meetings held	1 Council meetings held	1 Council meetings held	Director Corp	Agenda, Minutes & attendance register
	Improved Governance and Organisational Excellence	Council	To ensure functionality of EXCO committee within the financial year.	# of EXCO meetings held by 30 June 2017.	Number		4 EXCO meetings held	Operational	4 EXCO meetings held	4 EXCO meetings held	4 EXCO meetings held	4 EXCO meetings held	Director Corp	Agenda, Minutes & attendance register
	Improved Governance and Organisational Excellence	Committees	To ensure functionality of Council committee within the financial year.	# of Ward Committee reports submitted by 30 June 2017.	Number		348 ward committee reports submitted	Operational	87 ward committee reports submitted	87 ward committee reports submitted	87 ward committee reports submitted	87 ward committee reports submitted	Manager (Mayors Office)	Agenda, Minutes & attendance register
	Improved Governance and Organisational Excellence	Committees	To ensure functionality of Council within the financial year	# of MPAC meetings held by 30 June 2017.	Number		12 MPAC meetings held	Operational	3 MPAC meetings held	3 MPAC meetings held	3 MPAC meetings held	3 MPAC meetings held	Manager (Mayors Office)	Agenda, Minutes & attendance register
	Improved Governance and Organisational Excellence	Human Resource management	To ensure functionality of Council within the financial year	# of LLF meetings held by 30 June 2017.	Number		12 LLF meetings held	Operational	3 LLF meetings held	3 LLF meetings held	3 LLF meetings held	3 LLF meetings held	Director Corp	Agenda, Minutes & attendance register
	Improved Governance and Organisational Excellence	Labour Relations	To ensure functionality of Municipality within the financial year	% in implementation of LLF resolutions by 30 June 2017(# of resolutions taken/ # of resolutions implemented).	Percentage		100% resolutions implemented (# of resolutions taken/ # of resolutions implemented).	Operational	100% resolutions implemented (# of resolutions taken/ # of resolutions implemented)	100% resolutions implemented (# of resolutions taken/ # of resolutions implemented)	100% resolutions implemented (# of resolutions taken/ # of resolutions implemented)	100% resolutions implemented (# of resolutions taken/ # of resolutions implemented)	Director Corp	Updated Resolutions register
	Improved Governance and Organisational Excellence	Public Participation	To ensure public involvement in the IDP review	# of IDP/Budget/ PMS REP Forum meetings held by 30 June 2017.	Number		5 IDP/Budget/PMS REP Forum meetings held	Operational	1 IDP/Budget/PMS REP Forum meetings held	1 IDP/Budget/PMS REP Forum meetings held	1 IDP/Budget/PMS REP Forum meetings held	2 IDP/Budget/PMS REP Forum meetings held	Director INDEP	Agenda & Attendance register

**KPA 5 : GOOD GOVERNANCE AND PUBLIC PARTICIPATION
KEY PERFORMANCE INDICATORS**

OUTCOME 9 (OUTPUT 5: DEEPEN DEMOCRACY THROUGH A REFINED WARD COMMITTEE MODEL, OUTPUT 6: ADMINISTRATIVE AND FINANCIAL CAPABILITY)

Vote Nr	Strategic Objective	Programmes	Measurable Objectives	Performance measures/ Indicator	KPI Unit of measure	Baseline	Annual Target (30/06/2017)	Budget 2017/2016	1st Quarter (1 Jul-30 Sept 2016)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2017)	4th Quarter (1 Apr- 3 Jun 2017)	Responsible Person	Evidence required
	Improved Governance and Organisational Excellence	Council	To ensure functionality of Council committee within the financial year.	# of Council Meetings held by 30 June 2017.	Number		4 Council meetings held	Operational	1 Council meetings held	1 Council meetings held	1 Council meetings held	1 Council meetings held	Director Corp	Agenda, Minutes & attendance register
	Improved Governance and Organisational Excellence	Public Participation	To ensure public involvement in the IDP review within a financial year	# of IDP/Budget/ PMS Steering Committee meetings held by 30 June 2017.	Number		5 IDP/Budget/PMS Steering Committee meetings held	Operational	1 IDP/Budget/PMS Steering Committee meetings held	1 IDP/Budget/PMS Steering Committee meetings held	1 IDP/Budget/PMS Steering Committee meetings held	1 IDP/Budget/PMS Steering Committee meetings held	Director INDEP	Agenda & Attendance register
		Public Participation	To ensure public involvement in Mayoral Imbizo 's within a financial year	# of Mayoral Imbizos held by 30 June 2017.	Number		4 Mayoral Imbizos held	Operational	1 Mayoral Imbizos held	1 Mayoral Imbizos held	1 Mayoral Imbizos held	1 Mayoral Imbizos held	Manager (Mayors Office)	Agenda & Attendance register
	Improved Governance and Organisational Excellence	Internal Audit	To ensure functionality of Audit committee within a financial year	# of Audit Committee meetings held by 30 June 2017.	Number (Accumulative)		4 Audit Committee meeting held	Operational	1 Audit Committee meetings held	1 Audit Committee meetings held	1 Audit Committee meetings held	1 Audit Committee meetings held	Municipal Manager	Agenda, Minutes & Attendance register
	Improved Governance and Organisational Excellence	Risk	To ensure functionality of Risk committee within the financial year.	# of Risk Committee meetings held by 30 June 2017.	Number (Accumulative)		4 Risk Committee meetings held	Operational	1 Risk Committee meetings held	1 Risk Committee meetings held	1 Risk Committee meetings held	1 Risk Committee meetings held	Municipal Manager	Agenda, Minutes & Attendance register
	Improved Governance and Organisational Excellence	Risk	To ensure functionality of Risk committee within the financial year.	To approved Fraud and Anti Corruption strategy by 30 June 2017.	Number		Approved Fraud and Anti Corruption strategy	Operational	N/A	N/A	N/A	Approved Fraud and Anti Corruption strategy	Municipal Manager	Approved Fraud and Anti Corruption strategy
	Improved Governance and Organisational Excellence	Internal Audit	To conduct quarterly assessment on municipal performance information.	# of performance audit reports issued by 30 June 2017.	Number		4 Performance audit reports issued	Operational	1 Performance audit reports issued	1 Performance audit reports issued	1 Performance audit reports issued	1 Performance audit reports issued	Municipal Manager	Performance Audit report tabled in council and resolution

**KPA 5 : GOOD GOVERNANCE AND PUBLIC PARTICIPATION
KEY PERFORMANCE INDICATORS**

OUTCOME 9 (OUTPUT 5: DEEPEN DEMOCRACY THROUGH A REFINED WARD COMMITTEE MODEL, OUTPUT 6: ADMINISTRATIVE AND FINANCIAL CAPABILITY)

Vote Nr	Strategic Objective	Programmes	Measurable Objectives	Performance measures/ Indicator	KPI Unit of measure	Baseline	Annual Target (30/06/2017)	Budget 2017/2016	1st Quarter (1 Jul-30 Sept 2016)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2017)	4th Quarter (1 Apr- 3 Jun 2017)	Responsible Person	Evidence required
	Improved Governance and Organisational Excellence	Council	To ensure functionality of Council committee within the financial year.	# of Council Meetings held by 30 June 2017.	Number		4 Council meetings held	Operational	1 Council meetings held	1 Council meetings held	1 Council meetings held	1 Council meetings held	Director Corp	Agenda, Minutes & attendance register
	Improved Governance and Organisational Excellence	Internal Audit	To develop annual year internal audit plan and implement by 30 June 2017.	To approve audit plan and % of the IA plan implementation by 30 June 2017..	Percentage		100% IA plan implementation	Operational	25% IA plan implementation	50% IA plan implementation	75% IA plan implementation	100% IA plan implementation	Municipal Manager/ All Directors	Approved Internal Audit plan
	Improved Governance and Organisational Excellence	Internal Audit	To attain Clean Audit by ensuring compliance to all governance; financial management and reporting requirements by 12 December 2017	% of internal audit issues resolved (# of Internal Audit issues resolved / # of issues raised) by 30 June 2017.	Percentage		100% internal audit issues resolved	Operational	25% internal audit issues resolved	50% internal audit issues resolved	75% internal audit issues resolved	100% internal audit issues resolved	Municipal Manager/ All Directors	Proof of Internal Audit issues resolved
	Improved Governance and Organisational Excellence	Internal Audit	To attain Clean Audit by ensuring compliance to all governance; financial management and reporting requirements by 30 June 2017	% in Addressing Audit queries (2014/15) by 30 June 2017.	Percentage		100% Audit queries addressed	Operational	N/A	N/A	50% AG issues resolved	100% AG issues resolved	Municipal Manager/ All Directors	resolved AG issues and POE 's submitted
	Improved Governance and Organisational Excellence	Risk management	To ensure effective implementation of risk mitigations actions 30 June 2017.	% of Risk issues resolved (# Risk issues implemented / resolved / # of risks identified) by 30 June 2017.	Percentage		100% Risk issues resolved	Operational	25% Risk issues resolved	50% Risk issues resolved	75% Risk issues resolved	100% Risk issues resolved	Municipal Manager/ All Directors	Resolved Risk issues and POE submitted

**2016/17 CAPITAL WORKS PLAN
SUMMARY OF CAPITAL AND OPERATIONAL PROJECTS PER RESPONSIBLE MANAGER**

Vote Nr	Region	Key Performance Area	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Evidence required
41	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Office Management	To purchase 40 Batho-Pele Banners by 30 June 2017.	Batho-Pele Banners 40	01/07/2016	30/06/2017	Director Corp	GLM	5 000	N/A	Develop and submit specification to SCM	Batho pele Banners purchased	N/A	Delivery note
40	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Property Services	To Purchase Podium by 30 June 2017	Podium	01/07/2016	30/06/2017	Director INDEP	GLM	5 000	N/A	Develop and submit specification to SCM	Podium Purchased and delivered	N/A	Delivery note
40	Head Office	Municipal Transformation and Development	Improved Governance and Organisational Excellence	Property Services	To purchase a recording Machine for Imcizo and Corporate by 30 June 2017.	Recording machines Imbizo & Corporate	01/07/2016	30/06/2017	Director INDEP	GLM	20 000	N/A	Develop and submit specification to SCM	Recording machines Banners purchased	N/A	Completion certificate, Progress report