

GREATER LETABA MUNICIPALITY



2017/18

SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN



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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 (30/06/2018)	Budget 2017/17	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	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 May 2018	To approve the Organisational structure by 31 May 2018	Date		Council Approved Organizational structure by 31 May 2018	Operational	N/A	N/A	N/A	Council Approved Organizational structure by 31 May 2018	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 2018	Number	2 positions filled	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 2018	To approve 2015/16 IDP/Budget/ PMS Process Plan by council by 31 July 2017	Date	29-Jul-16	Approval of 2015/16 IDP/Budget/PM S Process Plan by 31 July 2017	Operational	Approval of 2015/16 IDP/Budget/PMS Process Plan by 31 July 2017	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 2017/17 IDP by 31 March 2018	To approve Draft 2018/19 IDP by 31 March 2018	Date	30-Mar-17	Approval of 2018/19 IDP by 31 March 2018	Operational	N/A	N/A	Approval of 2018/19 IDP by 31 March 2018	N/A	Director INDEP	Council approved Draft IDP and resolution, Council Resolution
	Integrated Sustainable Development	IDP	Approval of the Final 2018/19 IDP by council within the financial year	To approve Final 2018/19 IDP by Council 31 May 2018.	Date	30-May-17	Approval of final 2018/19 IDP by 31 May 2018	Operational	N/A	N/A	N/A	Approval of final 2018/19 IDP by 31 May 2018	Director INDEP	Council approved IDP and resolution, Council Resolution

Vote Nr	Strategic Objective	Municipal Programmes	Measurable Objectives	Key Performance measures/ Performance Indicator	KPI Unit of measure	Baseline / Status	Annual Target (30/06/2018)	Budget 2017/17	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	Responsible Person	Evidence requires
	Improved Governance and Organisational Excellence	PMS	To ensure that SDBIP is finalised by 30 June 2018	To approve final 2018/19 SDBIP by the Mayor within 28 days after adoption of the final Budget and IDP by 30 June 2018.	Date	30-Jun-17	Approval of final 2018/19 SDBIP by the Mayor within 28 days after adoption of the Budget and IDP by 30 June 2018.	Operational	N/A	N/A	N/A	Approval of final 2018/19 SDBIP by the Mayor within 28 days after adoption of the Budget and IDP by 30 June 2018	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 2018.	Number	4 Quarterly reports	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 signed by S54 & 56 Managers 31 July 2017	Date	Performance agreements by 31 July 2017	Performance Agreements signed by Sec 54 & 56 Managers by 31 July 2017.	Operational	Performance Agreements signed by Sec 54 & 56 Managers by 31 July 2017.	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 for Sec 54 & 56 Managers financial year by 30 June 2018	Number	2 Individual performance assessments for 2014/15 Annual and 2015/16 Mid year	2 Individual performance conducted for Sec 54 & 56 Managers	Operational	1 Individual performance conducted	N/A	1 Individual performance conducted for Sec 54 & 56 Managers	N/A	Municipal Manager	Performance Assessments report

Vote Nr	Strategic Objective	Municipal Programmes	Measurable Objectives	Key Performance measures/ Performance Indicator	KPI Unit of measure	Baseline / Status	Annual Target (30/06/2018)	Budget 2017/17	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	Responsible Person	Evidence requires
	Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance within the financial year	To submit 2015/16 Annual Institutional Performance report to CoGHSTA, Provincial Treasury and National Treasury by 30 August 2017.	Date	30-Aug-15	Submission of 2015/16 Annual Institutional Performance Report by 30 August 2017.	Operational	Submission of 2015/16 Annual Institutional Performance Report by 30 August 2017.	N/A	N/A	N/A	Municipal Manager	Dated proof of submission to CoGHSTA, Provincial and National Treasury
	Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance within the financial year	To submit 2017/17 Mid-Year report to CoGHSTA, Provincial and National Treasury by 25 January 2018	Date	25-Jan-17	Submission of 2017/17 Mid-year report to CoGHSTA, Provincial Treasury and National Treasury by 25 January 2018.	Operational	N/A	N/A	Submission of 2017/17 Mid-year report to CoGHSTA, Provincial Treasury and National Treasury by 25 January 2018	N/A	Municipal Manager	Dated proof of submission to CoGHSTA, Provincial and National Treasury
	Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance	To table 2015/16 Annual Report in Council by 31 January 2018	Date		Tabling of 2015/16 Annual Report in Council by 31 January 2018	Operational	N/A	N/A	Tabling of 2017/17 Annual report in Council by 31 January 2018.	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 2015/16 Oversight report on the Annual Report in Council by 31 March 2018	Date	31/03/2017	Tabling of 2015/16 Oversight report on the Annual Report in Council by 31 March 2018	Operational	N/A	N/A	Tabling of 2015/16 Oversight report on the Annual Report in Council by 31 March 2018.	N/A	Municipal Manager	Council approved Oversight report on the Annual report, Council resolution

Vote Nr	Strategic Objective	Municipal Programmes	Measurable Objectives	Key Performance measures/ Performance Indicator	KPI Unit of measure	Baseline / Status	Annual Target (30/06/2018)	Budget 2017/17	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	Responsible Person	Evidence requires
	Improved Governance and Organisational Excellence	PMS	To ensure municipal reporting and compliance within the financial year	To publish 2015/16 Oversight report in the newspaper & website within 7 days of adoption by 07 April 2018.	Date	07-Apr-17	Publishing of the 2015/16 Oversight report in the Newspaper & Website within 7 days of adoption by 07 April 2018.	Operational	N/A	N/A	N/A	Publishing of the 2015/16 Oversight report in the Newspaper & Website within 7 days of adoption by 07 April 2018.	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 2018	Date	None	Approval of Performance Management Policy for officials lower than sec 54 & 56 Managers by 30 June 2018	Operational	N/A	N/A	N/A	Approval of Performance Management Policy for officials lower than sec 54 & 56 Managers by 30 June 2018	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 2017/17 SDBIP in Council by 31 March 2018	Date	31-Mar-17	Approval of the reviewed 2017/17 SDBIP in Council by 31 March 2018	Operational	N/A	N/A	Approval of the reviewed 2017/17 SDBIP in Council by 31 March 2018.	N/A	Municipal Manager	Reviewed 2017/17 SDBIP, Council resolution
	Improved Governance and Organisational Excellence	Legal Services	To improve effecence 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 2018 (# of SLA s developed/ # of Appointments made)	Percentage	100% SLA developed	100% (# of SLA s developed/ # of Appointments made)	Operational	100% (# of SLA s developed/ # of Appointments made)	100% (# of SLA s developed/ # of Appointments made)	100% (# of SLA s developed/ # of Appointments made)	100% (# of SLA s developed/ # of Appointments made)	Director Corp	Dated signed Service Level Agreements

Vote Nr	Strategic Objective	Municipal Programmes	Measurable Objectives	Key Performance measures/ Performance Indicator	KPI Unit of measure	Baseline / Status	Annual Target (30/06/2018)	Budget 2017/17	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	Responsible Person	Evidence requires
	Improved Governance and Organisational Excellence	Internal Audit	To conduct quarterly assessment on municipal performance within the financial year	# of performance audit reports compiled and issued to the Accounting Officer by 30 June 2018.	Number	4 Performance audit reports issued	4 Performance audit reports issued	Operational	1 Performance audit reports compiled and issued to the Accounting Officer	1 Performance audit reports compiled and issued to the Accounting Officer	1 Performance audit reports compiled and issued to the Accounting Officer	1 Performance audit reports compiled and issued to the Accounting Officer	Municipal Manager	Performance Audit report tabled, Council resolution, report signed off by the MM
	Improved Governance and Organisational Excellence	Internal Audit	Functionality of Audit within the financial year	To develop Audit action plan for 2015/16 31 January 2018	Date	31-Jan-17	Development of 2015/16 Audit Action plan by 31 January 2018	Operational	N/A	N/A	Development of 2015/16 Audit Action plan by 31 January 2018	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 2017/17 Internal Audit action plan by 31 January 2018	Date	30-Jun-17	Development of 2017/17 Internal Audit plan by 30 June 2018	Operational	N/A	N/A	Development of 2017/17 Internal Audit plan by 30 June 2018	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 2017	% of internal audit issues resolved (# of Internal Audit issues resolved / # of issues raised) by 30 June 2018	Percentage	14% Internal issues resolved	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

Vote Nr	Strategic Objective	Municipal Programmes	Measurable Objectives	Key Performance measures/ Performance Indicator	KPI Unit of measure	Baseline / Status	Annual Target (30/06/2018)	Budget 2017/17	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	Responsible Person	Evidence requires
	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	% of AG issues resolved (# of Auditor General issues resolved / # of issues raised) by 30 June 2018	Percentage	81% AG issues resolved	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 2017.	% of Risk issues resolved (# Risk issues implemented / resolved / # of risks identified) by 30 June 2018	Percentage	73% Risk issues resolved	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

CAPITAL WORKS PLAN SUMMARY OF CAPITAL PROJECTS PER RESPONSIBLE MANAGER

MUNICIPAL TRANSFORMATION

Region	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head office	Improved Governance and Organisational Excellence	Information Technology	To Purchase a Scanner for Finance by 30 June 2018	Scanner (Finance)	01/07/2017	30/06/2018	CFO	GLM	100 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Scanner purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To Purchase Office Furniture by 30 June 2018	Office Furniture	01/07/2017	30/06/2018	Director Corps	GLM	50 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Office Furniture purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase and deliver 2 Mobile Overhead projector	Mobile Overhead Projector (2)	01/07/2017	30/06/2018	Director Corps	GLM	40 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	2 Mobile Overhead Projectors purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To Purchase and deliver 55 Laptops by 30 June 2018	Laptops (55)	01/07/2017	30/06/2018	Director Corps	GLM	500 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	55 Laptops purchased and delivered	Payment Certificate and delivery note

MUNICIPAL TRANSFORMATION AND DEVELOPMENT

Region	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head office	Improved Governance and Organisational Excellence	Information Technology	To Purchase and deliver 30 Desktop by 30 June 2018	Desktop PC (20)	01/07/2017	30/06/2018	Director Corps	GLM	200 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	20 Desktops printers purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To Intall UPS by 30 June 2018	Uniterupted Power Supply (UPS)	01/07/2017	30/06/2018	Director Corps	GLM	150 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	UPS purchased and Installed	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To Install UPS for finance computers by 30 June 2018	UPS - Finance PC	01/07/2017	30/06/2018	Director Corps	GLM	100 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	UPS intalled in finance laptops and desktops	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase 60 Tablets for councillors by 30 June 2018	Tablets for Councillors (60 contract)	01/07/2017	30/06/2018	Director Corps	GLM	360 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	60 Tablets purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase SAFE-data Centre ICT tool kit by 30 June 2018	SAFE - Data Centre ICT Tool Box Kit	01/07/2017	30/06/2018	Director Corps	GLM	100 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	SAFE-Data Centre ICTool Box kit purchased and delivered	Payment Certificate and delivery note

MUNICIPAL TRANSFORMATION AND DEVELOPMENT

Region	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase and deliver 1 Scanner (High volume) for registry by 30 June 2018	Scanner 1 - High Volume Registry System	01/07/2017	30/06/2018	Director Corps	GLM	150 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	1 Scanner high volume purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To Purchase and install Civil Designer software by 30 June 2018	Civil designer Software (Allcad Software)	01/07/2017	30/06/2018	Director Corps	GLM	150 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Civil Designer Software purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase 1 Portable Notetaker by 30 June 2018	Portable Notetaker	01/07/2017	30/06/2018	Director Corps	GLM	120 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Portable Notetaker purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase and install ICT call system software by 30 June 2018	ICT Call System software	01/07/2017	30/06/2018	Director Corps	GLM	400 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	ICT Call System Software purchased and installed	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase and install fire proof server room door by 30 June 2018	Fire proof server room door	01/07/2017	30/06/2018	Director Corps	GLM	100 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Fire proof server room door purchased and delivered	Payment Certificate and delivery note

MUNICIPAL TRANSFORMATION AND DEVELOPMENT

Region	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase Server replacements by 30 June 2018	Server Replacements	01/07/2017	30/06/2018	Director Corps	GLM	250 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Server replacements purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase 3 Overhead projectors by 30 June 2018	3 Overhead Projector (Mayors, Mokwakwaila & Senwamokgope)	01/07/2017	30/06/2018	Director Corps	GLM	100 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	3 Overhead projectors purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase and install 2 Airconditioners for server by 30 June 2018	Airconditioner (2 Server room)	01/07/2017	30/06/2018	Director Corps	GLM	25 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	2 Air Conditioners purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To purchase a blade Server Units by 30 June 2018	Blade Server Units	01/07/2017	30/06/2018	Director Corps	GLM	300 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Blade Server Units purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase and deliver 3 Bakkies for sub offices by 30 June 2018	Bakkies (3) sub offices	01/07/2017	30/06/2018	Director Corps	GLM	500 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	3 Bakkies purchased and delivered	Payment Certificate and delivery note

MUNICIPAL TRANSFORMATION AND DEVELOPMENT

Region	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase and install 4 air Conditioners for Senwamokgope by 30 June 2018	Air Conditioners (4) (Senwamokgope sub office)	01/07/2017	30/06/2018	Director Corps	GLM	50 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	4 Air Conditioners purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase 2 Mobile filling units by 30 June 2018	Mobile Filling Unit (2)	01/07/2017	30/06/2018	Director Corps	GLM	100 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	2 Mobile Filling Unit purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase and erect counter and security burglar fire registry by 30 June 2018	Counter and security burglar (registry)	01/07/2017	30/06/2018	Director Corps	GLM	15 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Counter and security burglar Slip printers purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase 5 Aqua coolers by 30 June 2018	Aqua cooler (5)	01/07/2017	30/06/2018	Director Corps	GLM	50 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	5 Aqua Coolers purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase 2 shredding machines by 30 June 2018	Shredding machine (2) (Corporate & Kgapane sub office)	01/07/2017	30/06/2018	Director Corps	GLM	50 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	2 Shredding machines purchased and delivered	Payment Certificate and delivery note

MUNICIPAL TRANSFORMATION AND DEVELOPMENT

Region	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase and install Blinds for windows by 30 June 2018	Blinds for windows	01/07/2017	30/06/2018	Director Corps	GLM	50 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Blinds for windows purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase 4 Batho Pele Banners by 30 June 2018	Banners Bathopele (4)	01/07/2017	30/06/2018	Director Corps	GLM	15 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	4 Banners purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase 8 Steel cabinets by 30 June 2018	Steel cabinets (8) (Sub offices, MM & Corps)	01/07/2017	30/06/2018	Director Corps	GLM	25 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	8 Steel cabinets purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To erect Sliding steel gate at Kgapane sub office by 30 June 2018	Sliding steel gate (Kgapane sub-office)	01/07/2017	30/06/2018	Director Corps	GLM	20 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Sliding steel gate purchased and erected	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To erect steel fence at Senwamokgope by 30 June 2018	Steel Fence (Senwamokgope)	01/07/2017	30/06/2018	Director Corps	GLM	150 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Steel Fence at Senwamokgope purchased and erected	Payment Certificate and delivery note

MUNICIPAL TRANSFORMATION AND DEVELOPMENT

Region	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head office	Improved Governance and Organisational Excellence	Property Services	To purchase 1 Picture Camera by 30 June 2018	Picture Camera	01/07/2017	30/06/2018	Director Corps	GLM	15 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	1 Picture Camera purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To refurbish Corporate Service by 30 June 2018	Refurbishment of corporate service offices, toilets, kitchen & registry	01/07/2017	30/06/2018	Director Corps	GLM	200 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Refurbishment of corporate services completed	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Property Services	To refurbish Mokwakwaila sub office by 30 June 2018	Refurbishment of Mokwakwaila sub offices, toilets & kitchen	01/07/2017	30/06/2018	Director Corps	GLM	500 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Refurbishment of Mokwakwaila sub offices completed	Payment Certificate and delivery note

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 (30/06/18)	Budget 2018/2018	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	Responsible Person	Evidence required
	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 2018.	0% applications processed	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 & 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 2018.	4654 HH accessed refuse removal once a week	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 2018.	56905 HH accessed electricity	56905HH with access to electricity	Operational	N/A	N/A	N/A	56905HH with access to electricity	Director INDEP	Electricity/ Finance reports
	Improved Governance and Organisational Excellence	Legal	To monitor the reviewal of by laws and policies within a financial year	# of By laws reviewed (# of policies reviewed/ # of By laws)	0	# of By laws reviewed (# of policies reviewed/ # of By laws)	Operational	# of By laws reviewed (# of policies reviewed/ # of By laws)	# of By Laws reviewed (# of policies reviewed/ # of By laws)	# of By laws reviewed (# of policies reviewed/ # of By laws)	# of By laws reviewed (# of policies reviewed/ # of By laws)	Director Corps/ Director INDEP	Reviewed and council approved by laws

Vote Nr	Strategic Objective	Programme	Measurable Objective	KPI Unit of measure/ Performance Indicator	Baseline / Status	Annual Target (30/06/18)	Budget 2018/2018	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	Responsible Person	Evidence required
	Improved Governance and Organisational Excellence	Legal	To monitor the reviewal of by laws and policies within a financial year	# of by laws promulgated (# of By laws promulgated/ by laws due for promulgation	0	# of by laws promulgated (# of By laws promulgated/ by laws due for promulgation	Operational	# of by laws promulgated (# of By laws promulgated/ by laws due for promulgation	# of by laws promulgated (# of By laws promulgated/ by laws due for promulgation	# of by laws promulgated (# of By Laws promulgated/ by laws due for promulgation	# of by laws promulgated (# of By laws promulgated/ by laws due for promulgation	Director Corps/ Director INDEP	By laws promulgated
	Access to Sustainable Basic Services	Electricity	To ensure reduction of electricity losses within a financial year	% of electricity losses reduced as per regulation	0	% of electricity losses reduced : # of electricity lossed / % of electricity supplied	Operational	% of electricity losses reduced : # of electricity lossed / % of electricity supplied	% of electricity losses reduced : # of electricity lossed / % of electricity supplied	% of electricity losses reduced : # of electricity lossed / % of electricity supplied	% of electricity losses reduced : # of electricity lossed / % of electricity supplied	Director INDEP	Electricity/ Finance reports
Head Office	Access to Sustainable Basic Services	Infrastructure	To monitor the development and implementation of municipal infrastructure plan within a financial year	Development of municipal infrastructure plan	31-Jul-17	Approved Municipal Infrastructure Plan	Operational	Approved Municipal Infrastructure Plan	Data collection, coalition of informaton, present draft plan	Approved Municipal Infrastructure Plan	N/A	Director INDEP	Approved Municipal Infrastructure Plan

18 CAPITAL WORKS PLAN SUMMARY OF CAPITAL PROJECTS PER RESPONSIBLE MANAGER

BASIC SERVICE DELIVERY

Region	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head Office	Access to Sustainable Basic Services	Property Services	To refurbish municipal workshop and stores by 30 June 2018	Refurbishment of Municipal Workshop and stores	01/07/2017	30/06/2018	Director Tech	GLM	570 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Refurbishment of municipal workshop project completed	Payment Certificate and Completion certificates
29	Access to Sustainable Basic Services	Spatial Rationale	To Appoint Quantity Surveyors to survey Modjadjiskloof by 30 June 2018	Planning(Quantity Surveyor)	01/07/2017	30/06/2018	Director Planning	GLM	600 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Project for Quant	Payment Certificate and Completion certificates
29	Access to Sustainable Basic Services	Spatial Rationale	To develop and service stands in Panorama for residential use by 30 June 2018	Panorama Stand Development	01/07/2017	30/06/2018	Director Planning	GLM	1 000 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Project for development of stands at Panorama completed	Payment Certificate and Completion certificates
29	Access to Sustainable Basic Services	Spatial Rationale	To renovate municipal houses in Modjadjiskloof by 30 June 2018	Modjadjiskloof Houses	01/07/2017	30/06/2018	Director Planning	GLM	799 999	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Project for Modjadjiskloof Houses completed	Payment Certificate and Completion certificates
29	Access to Sustainable Basic Services	Spatial Rationale	To renew the front face of Modjadjiskloof town by 30 June 2018	Urban Renewal	01/07/2017	30/06/2018	Director Planning	GLM	1 500 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Modjadjiskloof urban renewal project completed	Payment Certificate and Completion certificates

6	Access to Sustainable Basic Services	Libraries & Archives	To Construct a Library at Shotong by 30 June 2018	Shotong Library	01/07/2017	30/06/2018	Director Tech	GLM	2 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Shotong Library completed	Payment Certificate and Completion certificates
16	Access to Sustainable Basic Services	Libraries & Archives	To Construct a Library at Rotterdam by 30 June 2018	Rotterdam Library	01/07/2017	30/06/2018	Director Tech	GLM	2 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Rotterdam Library completed	Payment Certificate and Completion certificates
21	Access to Sustainable Basic Services	Community Halls & Facilities	To purchase and deliver 2000 Chairs and 10 Tables at Mokwakwaila & Senwamokgope Community halls by 30 June 2018	Chairs (2000) Tables (10) for Mokwakwaila & Senwamokgope Halls	01/07/2017	30/06/2018	Director Tech	GLM	150 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	2000 Chairs and 10 Tables purchased and delivered to Senwamokgope and Mokwakwaila community halls	Payment Certificate and delivery note
5	Access to Sustainable Basic Services	Community Halls & Facilities	To Construct a community hall at Ward 5 by 30 June 2018	Ward 5 Community Hall (Planning)	01/07/2017	30/06/2018	Director Tech	GLM	400 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Ward 5 Community hall completed	Payment Certificate and Completion certificates
26	Access to Sustainable Basic Services	Community Halls & Facilities	To Construct a community hall at Mohlele by 30 June 2018	Mohlele community hall	01/07/2017	30/06/2018	Director Tech	GLM	3 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Mohlele community hall completed	Payment Certificate and Completion certificates
25	Access to Sustainable Basic Services	Community Halls & Facilities	To Construct a community hall at Shamfana by 30 June 2018	Shamfana Community Hall (Construction)	01/07/2017	30/06/2018	Director Tech	GG	1 500 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Shamfana community hall completed	Payment Certificate and Completion certificates

14	Access to Sustainable Basic Services	Community Halls & Facilities	To Construct a community hall at Lemondokop by 30 June 2018	Lemondokop Community Hall (Planning)	01/07/2017	30/06/2018	Director Tech	GLM	400 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Lemondokop community hall completed	Payment Certificate and Completion certificates
27	Access to Sustainable Basic Services	Community Halls & Facilities	To Construct a community hall at Tlotlokwe by 30 June 2018	Tlotlokwe Community Hall (Planning)	01/07/2017	30/06/2018	Director Tech	GLM	400 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Designs for Tlotlokwe community hall completed	Payment Certificate and Completion certificates
3	Access to Sustainable Basic Services	Sports & Recreation	To commence with earthworks for Ga-Kgapane new cemetery earthworks by 30 June 2018	Ga-Kgapane new cemetery earthworks	01/07/2017	30/06/2018	Director Tech	GLM	400 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Ga-Kgapane new cemetery earthworks completed	Payment Certificate and Completion certificates
Head Office	Access to Sustainable Basic Services	Disaster Management	To purchase and deliver 30 Fire Extinguishers by 30 June 2018	Fire Extinguishers	01/07/2017	30/06/2018	Director Tech	GLM	350 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	30 Fire extinguishers purchased and delivered	Payment Certificate and delivery note
Head Office	Access to Sustainable Basic Services	Sports & Recreation	To purchase and deliver 20 Drive on Lawnmowers by 30 June 2018	Drive on Lawnmower	01/07/2017	30/06/2018	Director Comm	GLM	350 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	20 Drive on mowers purchased and delivered	Payment Certificate and delivery note
All	Access to Sustainable Basic Services	Sports & Recreation	To enhance Town entrances by 30 June 2018	Enhancement & Beautifications of town entrance	01/07/2017	30/06/2018	Director Tech	GLM	150 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Enhancement and beautification of town entrances project completed	Payment Certificate and Completion certificates
27	Access to Sustainable Basic Services	Sports & Recreation	To construct a Sports Complex at Mamanyoha by 30 June 2018	Mamanyoha Sports Complex	01/07/2017	30/06/2018	Director Tech	GLM	3 414 503	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Mamanyoha Sports Complex completed	Payment Certificate and Completion certificates

1	Access to Sustainable Basic Services	Sports & Recreation	To construct a Sports Complex at Madumeleng/Shotong by 30 June 2018	Madumeleng/Shotong Sports Complex	01/07/2017	30/06/2018	Director Tech	GLM	3 024 250	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Madumeleng/Shotong Sports Complex completed	Payment Certificate and Completion certificates
12	Access to Sustainable Basic Services	Sports & Recreation	To construct a Sports Complex at Thakgalane by 30 June 2018	Thakgalane Sports Complex	01/07/2017	30/06/2018	Director Tech	GLM	3 024 250	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Thakgalane Sports Complex completed	Payment Certificate and Completion certificates
16	Access to Sustainable Basic Services	Sports & Recreation	To construct a Sports Complex at Rotterdam by 30 June 2018	Rotterdam Sports Complex	01/07/2017	30/06/2018	Director Tech	GLM	3 500 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Rotterdam Sports Complex completed	Payment Certificate and Completion certificates
Head Office	Access to Sustainable Basic Services	Waste Management	To purchase and delivery of 1 Bakkie for waste management by 30 June 2018	Waste Management bakkie	01/07/2017	30/06/2018	Director Tech	GLM	350 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	1 Bakkie for waste purchased and delivered	Payment Certificate and delivery note
All Wards	Access to Sustainable Basic Services	Waste Management	To purchase 30 Skips Bins for waste management by 30 June 2018	Skip Bins (30)	01/07/2017	30/06/2018	Director Tech	GLM	450 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	30 Skip bins purchased and delivered	Payment Certificate and delivery note
20	Access to Sustainable Basic Services	Waste Management		Landfill Site (Maphalle)	01/07/2017	30/06/2018	Director Tech	GLM	2 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Landfill site project completed	Payment Certificate and Completion certificates
17	Access to Sustainable Basic Services	Waste Management		Drop off centre (Waste temporary storage) Mamaila Phaphadi and Tlithokwe	01/07/2017	30/06/2018	Director Tech	GLM	500 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Drop off centre project at Mamaila Phaphadi and Tlithokwe completed	Payment Certificate and Completion certificates

	Access to Sustainable Basic Services	Waste Management		Rural transfer stations	01/07/2017	30/06/2018	Director Tech	GLM	500 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Construction of rural transfer stations project completed	Payment Certificate and Completion certificates
3	Access to Sustainable Basic Services	Roads & Stormwater	To Construct Storm water channels at Ga-Kgapane by 30 June 2018	Ga-Kgapane Storm water Channels	01/07/2017	30/06/2018	Director Tech	GLM	1 000 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Construction of storm water channels at Ga-Kgapane completed	Payment Certificate and Completion certificates
	Access to Sustainable Basic Services	Roads & Stormwater	To Construct low level bridges by 30 June 2018	Low level Bridges	01/07/2017	30/06/2018	Director Tech	GLM	2 106 505	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Construction of low level bridges completed	Payment Certificate and Completion certificates
	Access to Sustainable Basic Services	Roads & Stormwater	To Purchase and deliver 1 Bakkie for roads department by 30 June 2018	4X4 Bakkie	01/07/2017	30/06/2018	Director Tech	GLM	350 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	4X4 Bakkie for roads department purchased and delivered	Payment Certificate and delivery note
	Access to Sustainable Basic Services	Roads & Stormwater	To purchase and deliver 2 Graders for roads department by 30 June 2018	2X Graders	01/07/2017	30/06/2018	Director Tech	GLM	3 000 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	2 Graders purchased and delivered	Payment Certificate and delivery note
	Access to Sustainable Basic Services	Roads & Stormwater	To purchase and deliver 2 Tipper trucks for roads department by 30 June 2018	2X Tipper truck	01/07/2017	30/06/2018	Director Tech	GLM	1 500 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	2 Tipper trucks purchased and delivered	Payment Certificate and delivery note
	Access to Sustainable Basic Services	Roads & Stormwater	To purchase and deliver a suction tanker by 30 June 2018	Suction Tanker	01/07/2017	30/06/2018	Director Tech	GLM	1 100 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	1 Suction Tanker purchased and delivered	Payment Certificate and delivery note

	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Itieleng /Sekgosese street paving from gravel to paving for 1.8 km by 30 June 2018	Itieleng-Sekgosese Street Paving - Construction	01/07/2017	30/06/2018	Director Tech	GLM	3 704 950	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Itieleng /Sekgosese street upgraded for 1.8km to paving blocks	Payment Certificate and Completion certificates
	Access to Sustainable Basic Services	Roads & Stormwater	To construct a Taxi rank at mmaphakhathi by 30 June 2018	Mmaphakhathi Taxi Rank	01/07/2017	30/06/2018	Director Tech	GLM	590 100	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Taxi rank at Mmaphakhathi constructed	Payment Certificate and Completion certificates
	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Lemondokop street paving from gravel to paving for 1.8 km by 30 June 2018	Lemondokop Street Paving - Construction	01/07/2017	30/06/2018	Director Tech	GLM	3 704 950	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Lemondokop street upgraded from gravel to paving for 1.8km	Payment Certificate and Completion certificates
	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Modjadji Ivory Route (Phase 1) by 30 June 2018	Modjadji Ivory Route Phase I	01/07/2017	30/06/2018	Director Tech	GLM	3 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence		Payment Certificate and Completion certificates
Head Office	Access to Sustainable Basic Services	Roads & Stormwater	To purchase 1 Roller Compactor by 30 June 2018	Roller Compactor (x1)	01/07/2017	30/06/2018	Director Tech	GLM	300 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	1 Roller Compactor purchased and delivered	Payment Certificate and delivery note
6	Access to Sustainable Basic Services	Roads & Stormwater	To design for the paving of Mokwasele Cemetery by 30 June 2018	Paving - Mokwasele Cemetery (Planning)	01/07/2017	30/06/2018	Director Tech	GLM	300 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Designs for Mokwasele cemetery completed	Payment Certificate and Completion certificates
2	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Moshakga street paving from gravel to paving for 1.8 km by 30 June 2018	Moshakga Street Paving (Planning)	01/07/2017	30/06/2018	Director Tech	GLM	300 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Designs for Moshakga street paving completed	Payment Certificate and Completion certificates

Head Office	Access to Sustainable Basic Services	Road Transport & Licensing	To purchase 6 Stop Watches by 30 June 2018	Stop Watches	01/07/2017	30/06/2018	Director Comm	GLM	10 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commences	6 Stop watches purchased and delivered	Payment Certificate and delivery note
Head Office	Access to Sustainable Basic Services	Road Transport & Licensing	To erect Firearm & Ammunition Modjadiskloof by 30 June 2018	Firearm and ammunition	01/07/2017	30/06/2018	Director Comm	GLM	170 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commences	Project for Firearm and ammunition completed	Payment Certificate and delivery note
29	Access to Sustainable Basic Services	Road Transport & Licensing	To Complete Modjadiskloof DLTC by 30 June 2018	Completion of Modjadiskloof DLTC	01/07/2017	30/06/2018	Director Comm	GLM	250 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commences	Completion of Modjadiskloof DLTC project completed	Payment Certificate and Completion certificates
Head Office	Access to Sustainable Basic Services	Road Transport & Licensing	To purchase 25 two way radios by 30 June 2018	Two Way Radios	01/07/2017	30/06/2018	Director Comm	GLM	100 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commences	25 two way radios purchased and completed	Payment Certificate and delivery note
29	Access to Sustainable Basic Services	Electricity	To purchase and install Split metering & vending system in Modjadiskloof by 30 June 2018	Split metering in Modjadiskloof & Vending System	01/07/2017	30/06/2018	Director Tech	GLM	2 000 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commences	Split metering & vending system purchased and installed	Payment Certificate and Installation report
All	Access to Sustainable Basic Services	Electricity	To upgrade Electricity Infrastructure to NERSA standards by 30 June 2018	Upgrade of Electricity to NERSA Standards- NERSA Compliance	01/07/2017	30/06/2018	Director Tech	GLM	4 000 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commences	Electricity Infrastructure upgraded to NERSA	Payment Certificate and Completion certificates
All	Access to Sustainable Basic Services	Electricity	To refurbish Electricity network in Modjadiskloof by 30 June 2018	Refurbishment of Electricity Network Phase 2	01/07/2017	30/06/2018	Director Tech	GLM	80 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commences	Electricity network refurbished	Payment Certificate and Completion certificates

Head Office	Access to Sustainable Basic Services	Electricity	To purchase and Install metering system in council buildings by 30 June 2018	Council Building metering	01/07/2017	30/06/2018	Director Tech	GLM	40 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	metering system for council building purchased and installed	Payment Certificate and Completion certificates
Head Office	Access to Sustainable Basic Services	Electricity	To purchase 4X 4 Multi purpose mini TLB by 30 June 2018	4*4 Multi Purpose mini TLB	01/07/2017	30/06/2018	Director Tech	GLM	680 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	4X4 Multi Purpose mini TLB purchased and delivered	Payment Certificate and delivery note
Head Office	Access to Sustainable Basic Services	Electricity	To purchase 25KVA Generator trailer set for Modjadjiskloof by 30 June 2018	25KVA Generator trailer set	01/07/2017	30/06/2018	Director Tech	GLM	180 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	25KVA Generator purchased and delivered	Payment Certificate and delivery note
Head Office	Access to Sustainable Basic Services	Electricity	To purchase 1 Electric Transformer by 30 June 2018	Electric transformer	01/07/2017	30/06/2018	Director Tech	GLM	2 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Electric Transformer purchased and delivered	Payment Certificate and delivery note
3	Access to Sustainable Basic Services	Sports & Recreation	To Complete phase 3 of Kgapane Stadium by 30 June 2018	Kgapane Stadium Phase 3	01/07/2017	30/06/2018	Director Tech	MIG	10 500 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Construction of Kgapane Stadium phase 3 completed	Payment Certificate and Completion certificates
29	Access to Sustainable Basic Services	Community Halls & Facilities	To Construct a community hall at Goedplaas by 30 June 2018	Goedplas Community Hall	01/07/2017	30/06/2018	Director Tech	MIG	1 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Goedplaas community hall completed	Payment Certificate and Completion certificates
12	Access to Sustainable Basic Services	Community Halls & Facilities	To Construct a community hall at Thakgalane by 30 June 2018	Thakgalane Community Hall	01/07/2017	30/06/2018	Director Tech	MIG	1 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Thakgalane community completed	Payment Certificate and Completion certificates

	Access to Sustainable Basic Services	Community Halls & Facilities	To Construct a community hall at Ntata by 30 June 2018	Ntata Community Hall	01/07/2017	30/06/2018	Director Tech	MIG	2 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Ntata Community hall completed	Payment Certificate and Completion certificates
10	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Sekgopo Moshate street paving from gravel to paving for 1.8 km by 30 June 2018	Upgrading of streets- Sekgopo Moshate	01/07/2017	30/06/2018	Director Tech	MIG	8 500 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Sekgopo Moshate street upgraded from gravel to paving for 1.8km	Payment Certificate and Completion certificates
8	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Mamphakhati street paving from gravel to paving for 1.8 km by 30 June 2018	Upgrading of streets- Mamphakhate	01/07/2017	30/06/2018	Director Tech	MIG	8 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Mamphakhathe street upgraded from gravel to paving for 1.8km	Payment Certificate and Completion certificates
6	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Ramphanyana street paving from gravel to paving for 1.8 km by 30 June 2018	Upgrading of streets- Ramphanyana	01/07/2017	30/06/2018	Director Tech	MIG	2 000 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Ramphanyane street upgraded from gravel to paving for 1.8km	Payment Certificate and Completion certificates
4	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Las Vegas street paving from gravel to paving for 1.8 km by 30 June 2018	Las Vegas Street paving	01/07/2017	30/06/2018	Director Tech	MIG	8 483 334	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Las Vegasstreet upgraded from gravel to paving for 1.8km	Payment Certificate and Completion certificates
20	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Dichosing street paving from gravel to paving for 1.8 km by 30 June 2018	Upgrading of streets- Dichosing	01/07/2017	30/06/2018	Director Tech	MIG	7 662 333	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Dichosing street upgraded from gravel to paving for 1.8km	Payment Certificate and Completion certificates
24	Access to Sustainable Basic Services	Roads & Stormwater	To upgrade Ga-Ntata street paving from gravel to paving for 1.8 km by 30 June 2018	Upgrading of streets - GaNtata	01/07/2017	30/06/2018	Director Tech	MIG	7 683 333	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Ga-Ntata street upgraded from gravel to paving for 1.8km	Payment Certificate and Completion certificates

19	Access to Sustainable Basic Services	Sports & Recreation	To construct Lebaka Sports Complex (Phase 2) by 30 June 2018	Lebaka Sports complex phase2	01/07/2017	30/06/2018	Director Tech	MIG	2 564 000	Develop Specifications and submit to SCM	Tender Advertisements, SCM processes & Appointment of service provider	Project commence	Lebaka Sports complex phase 2 completed	Payment Certificate and Completion certificates
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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 (30/06/2018)	Budget 2017/17	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	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 s Capital Projects by 30 June 2018	Number	1180 jobs created	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 2018.	Number	215 SMME s supported	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 compiled and submitted to Council by 30 June 2018	Number	12 EPWP reports generated	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 2018	Number	4 Agriculture forums coordinated	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 2018.	Number	2 Marketing initiatives conducted	2 Marketing initiatives conducted	Operational	N/A	1 Marketing initiatives conducted	N/A	1 Marketing initiatives conducted	Director INDEP	proof for marketing initiated
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WORKS PLAN SUMMARY OF CAPITAL PROJECTS PER RESPONSIBLE MANAGER

LOCAL ECONOMIC DEVELOPMENT

Region	Strategic Objective	Program me	Measurab le Objective / Performance Indicator	Project Name	Start Date	Completi on date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
6	Access to Sustainable Basic Services	Sports & Recreation	To Construct Manokwe caves by 30 June 2018	Manokwe Caves	01/07/2017	30/06/2018	Director Tech	GLM	600 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence s	Manokwe project completed	Payment Certificate and Completion certificates
15	Access to Sustainable Basic Services	Sports & Recreation	To Construct a youth centre at Phoko/Raphahlelo by 30 June 2018	Phoko/Raphahlelo Youth centre	01/07/2017	30/06/2018	Director Tech	GLM	300 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence s	Phoko/Raphahlelo youth centre completed	Payment Certificate and Completion certificates

**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 (30/06/18)	Budget 2017/2018	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2017)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	Responsible Person	Evidence required
	Sustainable Financial Institution	Revenue	To ensure improvement in revenue collection within the financial year	% in revenue collected by 30 June 2018	Percentage	82% in revenue collection	95 % in revenue collection	Operational	95% in revenue collection quarterly (at least 95% monthly)	95% in revenue collection quarterly (at least 95% monthly)	95% in revenue collection quarterly (at least 95% monthly)	95% in revenue collection quarterly (at least 95% monthly)	CFO	Financial reports
	Sustainable Financial Institution	Revenue	To monitor debt collections within a financial year	% in debt collected (# of debt collected/	Percentage	New	% in debt collected (# of debt collected/	Operational	% in debt collected (# of debt collected/	% in debt collected (# of debt collected/	% in debt collected (# of debt collected/	% in debt collected (# of debt collected/	CFO	Financial reports
	Sustainable Financial Institution	Revenue	To monitor the implementation of municipal services within a financial year	# of data cleansing performed (Meter services)	Number	New	4 data cleansing performed (meter services)	Operational	1 data cleansing performed (meter services) quarterly	1 data cleansing performed (meter services) quarterly	1 data cleansing performed (meter services) quarterly	1 data cleansing performed (meter services) quarterly	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 2018	Number	2265 HH in the indigent register	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	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 2018/19 Budget by Council on 31 March 2018	Date	31-Mar-17	Approval of Draft 2018/19 Budget by Council on 31 March 2018	Operational	N/A	N/A	Approval of Draft Budget by Council on 31 March 2018	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 2018/19 Budget by council by 31 May 2018	Date	31-May-17	Approval of Final 2018/19 Budget by Council on 31 May 2018	Operational	N/A	N/A	N/A	Approval of Final 2018/19 Budget by Council on 31 May 2018	CFO	Council Approved Final Budget, Council Resolution
	Sustainable Financial Institution	Budget and Reporting	To ensure compliance with legislation within the financial year	To approve 21 Budget related policies by 31 March 2018	Date	21 policies approved	Approval of 21 budget related policies by Council on 31 March 2018	Operational	N/A	N/A	N/A	Approval of 21 budget related policies by Council on 31 March 2018	CFO	Council Approved Budget related policies, Council Resolution
	Sustainable Financial Institution	Revenue Management	To promote revenue enhancement within the financial year	To review and approve Revenue Enhancement Strategy 30 June 2018	Document	Revenue Enhancement Strategy not reviewed	Review and Approval of Revenue Enhancement Strategy by 30 June 2018.	30/06/2018	Gathering of information on the Revenue Enhancement Strategy	Coalition of information on the Revenue Enhancement Strategy.	Finalise the Draft Revenue Enhancement Strategy	Approval by Council of the Revenue Enhancement Strategy by 30 June 2018.	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 2017/18 Adjustment budget in council by 28 February 2018	Date	28-Feb-17	Approval of 2017/18 Adjustment budget in Council by 28 February 2018	Operational	N/A	N/A	Approval of 2017/168 Adjustment budget in Council by 28 February 2018	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 31/08/2017	Date	31-Aug-15	Submission of Unaudited Financial Statements by 31 August 2017.	Operational	Submission of Unaudited Financial Statements by 31 August 2017.	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 2018.	Number	12 Sec registers developed	12 Sec 32 register developed and updated by 30 June 2018.	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 4 by-laws by 31 May 2018	Date	Not approved	Approval of 4 Finance by-laws by 31 May 2018.	Operational	N/A	N/A	n/a	Approval of Finance by-laws by 31 May 2018.	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 2018.	Number	12 Finance compliance report submitted	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 2018.	Date	Sec 71 reports submitted to Provincial Treasury within 10 working days	Submission of monthly Sec 71 reports to Provincial treasury within 10 working days by 30 June 2018.	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 (Bid Specifications, Bid Evaluation and Bid Adjudication Committees) by 30 June 2018.	Date	SCM structures appointed by 30 June 2017	Appointment of Supply Chain Structures (Bid Specifications, Bid Evaluation and Bid Adjudication Committees) by 31 July 2018.	Operational	Appointment of Supply Chain Structures (Bid Specifications, Bid Evaluation and Bid Adjudication Committees) by 31 July 2018.	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 from the service provider by 30 June 2018.	Days	Payment of invoices within 30 days of receipt from the service provider	Payment of invoices within 30 days of receipt from the service provider	Operational	Payment of invoices within 30 days of receipt from the service provider	Payment of invoices within 30 days of receipt from the service provider.	Payment of invoices within 30 days of receipt from the service provider.	Payment of invoices within 30 days of receipt from the service provider.	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 2018.	Number	2 Assets verification conducted	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	MIG	To effectively manage the financial affairs of the municipality within the financial year	% of PMU Management budget spent within the financial year	Percentage	New	100% R 1 769 000 PMU Management Budget spent	Capital	15% PMU Management Budget spent	35% PMU Management Budget spent	70% PMU Management Budget spent	100% PMU Management Budget spent	CFO	Financial 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 2018.	Percentage	60,75%	100% Capital Budget spent	Capital	15% Capital Budget spent	35% 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	% Operational and maintenance budget spent as approved by Council by 30 June 2018.	Percentage	New	100% Operational Budget spent	Operational	15% Capital Budget spent	35% Capital Budget spent	75% Capital Budget spent	100% Operational 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 2018.	Percentage	100%	100% R 59 393 000 MIG expenditure	Capital	15% MIG expenditure	35% MIG expenditure	70% 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 2018.	Percentage	100%	100% FMG Expenditure	Operational	15% FMG Expenditure	35 % FMG Expenditure	70% 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	% EPWP expenditure 30 June 2018.	Percentage	100%	100% EPWP expenditure	Operational	15% EPWP expenditure	35% EPWP expenditure	70% 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 by 30 June 2018	Percentage	102%	100% FBS expenditure	Operational	15% FBS expenditure	35% FBS expenditure	70% FBS expenditure	100% FBS expenditure	CFO	Financial reports

ITAL WORKS PLAN SUMMARY OF CAPITAL PROJECTS PER RESPONSIBLE MANAGER

MUNICIPAL FINANCE

Region	Strategic Objective	Programme	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head office	Improved Governance and Organisational Excellence	Information Technology	To Purchase a Scanner for Finance by 30 June 2018	Scanner (Finance)	01/07/2017	30/06/2018	CFO	GLM	100 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Scanner purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governance and Organisational Excellence	Information Technology	To Install Suprema prepaid system by 30 June 2018	Suprema - Prepaid System	01/07/2017	30/06/2018	CFO	GLM	150 000	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence	Suprema prepaid system purchased and installed	Payment 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 (30/06/2018)	Budget 2018/2017	1st Quarter (1 Jul-30 Sept 2017)	2nd Quarter (1 Oct -31 Dec 2018)	3rd Quarter (1 Jan 31 Mar 2018)	4th Quarter (1 Apr- 3 Jun 2018)	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 2018.	Number	12 Council meetings held	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 2018.	Number	12 EXCO meetings held	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 2018.	Number	348 Ward Committee reports submitted	300 ward committee reports submitted	Operational	30 ward committee reports submitted	90 ward committee reports submitted	90 ward committee reports submitted	90 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 2018.	Number	14 MPAC meetings held	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	Committees	To ensure functionality of Council within the financial year	% of MPAC resolutions implemented (# of resolutions taken/ # resolutions implemented) within a financial year	Percentage	New	% of MPAC resolutions implemented (# of resolutions taken/ # resolutions implemented)	Operational	% of MPAC resolutions implemented (# of resolutions taken/ # resolutions implemented)	% of MPAC resolutions implemented (# of resolutions taken/ # resolutions implemented)	% of MPAC resolutions implemented (# of resolutions taken/ # resolutions implemented)	% of MPAC resolutions implemented (# of resolutions taken/ # resolutions implemented)	Municipal Manager	MPAC resolutions 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 2018.	Number	13 LLF meetings held	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 2018(# of resolutions taken/ # of resolutions implemented).	Percentage	1	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 2018.	Number	5 IDP/Budget/ PMS REP Forum meetings held	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
	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 2018.	Number	5 IDP/Budget/ PMS Steering Committee meetings held	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	2 IDP/Budget/ PMS Steering Committee meetings held	Director INDEP	Agenda & Attendance register

	Improved Governance and Organisational Excellence	Public Participation	To promote accountability within the municipality	% of complaints resolved : # of complaints received / # of complaints attended to within a financial year	Percentage		% of complaints resolved : # of complaints received / # of complaints attended	Operational	% of complaints resolved : # of complaints received / # of complaints attended	% of complaints resolved : # of complaints received / # of complaints attended	% of complaints resolved : # of complaints received / # of complaints attended	% of complaints resolved : # of complaints received / # of complaints attended	Director Corps	Updated Complaints Management Register
	Improved Governance and Organisational Excellence	Public Participation	To ensure public involvement in Mayoral Imbizo's within a financial year	# of quarterly Community feedback meetings held within a financial by 30 June 2018.	Number	4 Mayoral Imbizo held	4 Community feedback meetings held	Operational	1 Community Feedback meetings held	1 Community Feedback meetings held	1 Community Feedback meetings held	1 Community Feedback meetings held	Manager (Mayors Office)	Agenda & Attendance register
	Improved Governance and Organisational Excellence	Committees	To ensure functionality of Audit committee within a financial year	# of Audit Committee meetings held by 30 June 2018.	Number (Accumulative)	6 Audit Committee meetings held	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	Committees	To ensure functionality of Audit committee within a financial year	% of Audit and Performance Audit Committees resolutions implemented within a financial year	Percentage	New	% of Audit and Performance Audit Committee resolutions implemented	Operational	% of Audit and Performance Audit Committee resolutions implemented	% of Audit and Performance Audit Committee resolutions implemented	% of Audit and Performance Audit Committee resolutions implemented	% of Audit and Performance Audit Committee resolutions implemented	Municipal Manager	Audit Committee resolutions 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 2018.	Number (Accumulative)	2 Risk Committee meetings held	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 2018.	Number	Fraud & Anti Corruption Strategy not reviewed	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	Legal	To monitor response in terms of the fraud and corruption cases registered	# of Fraud and Corruption cases investigated : # of cases registered / # of cases investigated within a financial year	Number	New	# of Fraud and Corruption cases investigated : # of cases registered / # of cases investigated yearly		# of Fraud and Corruption cases investigated : # of cases registered / # of cases investigated quarterly	# of Fraud and Corruption cases investigated : # of cases registered / # of cases investigated quarterly	# of Fraud and Corruption cases investigated : # of cases registered / # of cases investigated quarterly	# of Fraud and Corruption cases investigated : # of cases registered / # of cases investigated quarterly	Director Corps	Updated Fraud and Corruption case register
	Improved Governance and Organisational Excellence	Internal Audit	To conduct quarterly assessment on municipal performance information.	# of performance audit reports issued by 30 June 2018.	Number	4 Performance audit reports issued	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
	Improved Governance and Organisational Excellence	Audit	To submit the AG action plan to council within a financial year	Subission of AG Action plan to Council by 31 January 2018	Date	31/01/2017	31/01/2018	Operational	N/A	N/A	31/01/2018	N/A	Municipal manager	Council Approved AG Action plan

	Improved Governance and Organisational Excellence	Audit	To attain Clean Audit by ensuring compliance to all governance; financial management and reporting requirements by 30 June 2018	% in AG queries resolved (2015/16) by 30 June 2018.	Percentage	81%	100% Audit queries addressed	Operational	N/A	N/A	50% AG issues resolved	100% AG issues resolved	Municipal Manager/ All Directors	resolved and audited AG issues and POE 's submitted
	Improved Governance and Organisational Excellence	Internal Audit	To monitor implementation of internal audit action plan within a financial year	% of internal audit findings resolved (# of Internal Audit issues resolved / # of issues raised) by 30 June 2018.	Percentage	14%	100% internal audit findings resolved	Operational	25% internal audit findings resolved	50% internal audit findings resolved	75% internal findings resolved	100% internal audit findings resolved	Municipal Manager/ All Directors	Proof of Internal Audit findings resolved
	Improved Governance and Organisational Excellence	Risk management	To ensure effective implementation of risk mitigations actions 30 June 2018.	% of Risk issues resolved (# Risk issues implemented / resolved / # of risks identified) by 30 June 2018.	Percentage	81%	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

CAPITAL WORKS PLAN SUMMARY OF CAPITAL PROJECTS PER RESPONSIBLE MANAGER

GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Region	Strategic Objective	Program me	Measurable Objective/ Performance Indicator	Project Name	Start Date	Completion date	Project Owner	Source of funding	Budget	1st Q Target	2nd Q Target	3rd Q Target	4th Q Target	Evidence required
Head office	Access to Sustainable Basic Services	Property Services	To purchase a council vehicle by 30 June 2018	Council vehicles (Mayor)	01/07/2017	30/06/2018	Director Corps	GLM	1 300 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence s	Council vehicle purchased and delivered	Payment Certificate and delivery note
Head office	Access to Sustainable Basic Services	Property Services	To purchase a council vehicl for the Speaker by 30 June 2018	Council vehicles (Speaker)	01/07/2017	30/06/2018	Director Corps	GLM	800 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence s	Council vehicle purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governan ce and Organisati onal Excellenc e	Property Services	To purchase banners by 3 June 2018	Banners	01/07/2017	30/06/2018	Director Corps	GLM	50 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence s	Banners purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governan ce and Organisati onal Excellenc e	Property Services	To purchase 2 Podiums by 30 June 2018	Podiums (2X)	01/07/2017	30/06/2018	Director Corps	GLM	20 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence s	2 Podiums purchased and delivered	Payment Certificate and delivery note
Head office	Improved Governan ce and Organisati onal Excellenc e	Property Services	To purchase a recording machine for Imbizo by 30 June 2018	Recording machine: Imbizo & Corporate	01/07/2017	30/06/2018	Director Corps	GLM	50 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence s	Recording machines purchased and delivered	Payment Certificate and delivery note

Head office	Improved Governance and Organisational Excellence	Property Services	To renovate & decorate the reception interior by 30 June 2018	Interior decoration : Reception	01/07/2017	30/06/2018	Director Corps	GLM	50 000.00	Develop Specifications and submit to SCM	Tender Advertisement, SCM processes & Appointment of service provider	Project commence s	Reception at the main office renovated and decorated	Payment Certificate and delivery note
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