



MATATIELE

LOCAL MUNICIPALITY

2016/17 QUARTER THREE PERFORMANCE REPORT

Q3 performance report

MATATIELE LOCAL MUNICIPALITY
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1. PURPOSE

This report serves as the Third Quarter Performance Report for 2016/17 financial year of Matatiele Local Municipality. It provides feedback on the performance level achieved to date against the targets as laid out in the IDP and revised SDBIP as amended in January 2017. The purpose of this report is to give feedback regarding the performance of Matatiele Local Municipality as required by The Municipal Systems Act No 32 of 2000 and Municipal Finance Management Act No 56 of 2003.

2. EXECUTIVE SUMMARY

This report is based on information received from each department for the third quarter assessment of performance ending 31 March 2017. This is a high-level report based on scores obtained through a process whereby actual information per Key Performance Area (KPA), strategic objective, programme and the aligned Key Performance Indicators and projects are compared to the budget and initial planning included in the 2016/17 Integrated Development Plan.

Where under performance have been experienced the respective concerns or mitigating reasons are highlighted and detail pertaining to the relevant measures being implemented or those that need to be implemented are included thereto.

The overall performance for Matatiele Local Municipality is based on the Departmental Performance Scorecard as this contains all of the indicators as included in the IDP, SDBIP and Scorecards. Overall performance for Matatiele Local Municipality is based on the Departmental Performance scorecard which is inclusive of all the IDP and SDBIP Indicators. The table below serves as a summary of results to this report:

DEPARTMENT	Number of Targets set for the Quarter	Actual performance against set objectives and targets		Percentage of achievement
		Number of achieved targets	Number of Non Achieved targets	
BUDGET AND TREASURY OFFICE	40	30	10	75%
COMMUNITY SERVICES DEPARTMENT	25	13	12	52%
CORPORATE SERVICES DEPARTMENT	44	38	6	86%
ECONOMIC DEVELOPMENT AND PLANNING DEPARTMENT	37	31	6	83%
INFRASTRUCTURE SERVICES DEPARTMENT	49	37	12	76%
OFFICE OF THE MUNICIPAL MANAGER	57	54	3	95%
OVERALL MUNICIPAL PERFORMANCE	235	190	45	81%

2.1. VISION & MISSION

The development strategy for Matatiele Local Municipality seeks to contribute to the attainment of the Provincial and National development imperatives as outlined in the relevant policy documents. The municipality's development vision is as follows:

“Where nature, agriculture, tourism are investments of choice”

Matatiele Local Municipality's mission is:

“To create awareness on nature conservation;

To promote and support agricultural activities;

To promote and market Local Tourism organizations and Small, Medium and Micro Enterprises; and

To create an environment conducive for investment”

2.2. LEGISLATIVE MANDATES

The Municipal Finance Management Act (MFMA) of 2003 requires that municipalities prepare a Service Delivery and Budget Implementation Plan (SDBIP) as a strategic financial management tool to ensure that budgetary decisions that are adopted by municipalities for the financial year are aligned with their Integrated Development Plan.

Section 69(3) (a) of the Municipal Finance Management Act, Act 56 of 2003 (MFMA) requires the Accounting Officer to submit a draft Service Delivery and Budget Implementation Plan (SDBIP) to the Mayor:

- no later than 14 days after the approval of the Budget and
 - ✓ Drafts of the performance agreements as required in terms of Section 57 (1) (b) of the Municipal Systems Act, Act 32 of 2000.
 - ✓ The Mayor must subsequently approve the SDBIP no later than 28 days after the approval of the Budget in accordance with section 53(1)(c)(ii) of the MFMA.

Section 1 of the MFMA defines the SDBIP as:

- Projections for each month
- Revenue to be collected by source; and
- Operational and capital expenditure by vote

Service Delivery targets and performance indicators for each quarter

This Plan is therefore largely a one year detailed implementation plan which gives effect to the IDP and Budget of the Municipality.

Section 53 (1) (c) (iii) of the Municipal Financial Management Act, Act 56 of 2003, requires that the Municipality must approve a Service Delivery and Budget Implementation (SDBIP) within 28 days after the approval of the budget as a financial management and service delivery implementation plan for the current financial year. SDBIP serves as a monitoring tool that holds the management accountable for its performance and measure of service delivery.

SDBIP also serves as a contract between the administration, the Council and the Community by showing set objectives as quantifiable outcomes that can be implemented by the administration over a period of one year. Each month the Municipal Manager must present the Mayor with a report showing how income and spending is progressing against these projections. Every quarter the Mayor must report to Council on the progress of the budget. The components of the SDBIP are as outlined on circular 13 of the MFMA.

3. QUARTER ONE PERFORMANCE REPORT ON SET TARGETS FOR FINANCIAL YEAR 2016/17

BUDGET AND TREASURY OFFICE

UNIT: BUDGET PLANNING AND FINANCIAL REPORTING

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.01	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Municipal Finance Management Act Monthly Budget Statements (Section 71 Report)	12 monthly reports submitted to the Mayor, NT & PT; Proof of submission	12 reports per year submitted to Management Team	Number of budget statements (section 71) reports submitted within prescribed timeframe	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	Submission of monthly budget statements (section 71) reports to National Treasury, Provincial Treasury and mayor within 10 working days of the following month	Submission of monthly reports to National Treasury, Provincial Treasury and mayor within 10 working days of the following month as follows: 14 February 2017: 14 March 2017: 14 April 2017.	Monthly reports sent to National Treasury, Provincial and Mayor on the following dates: 13 February 2017; 14 March 2017; 11 April 2017.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.02	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Reports submitted to National Treasury as required to National and Provincial i.e. quarterly reports section	4 quarterly report; proof of submission	4 reports per year submitted to Management Team	Number of section 52d reports submitted by set timeframe	Number by date	N/A	N/A	N/A	N/A	N/A	Operational	Submission of quarterly reports (section 52d reports and withdrawal report) National Treasury, Provincial Treasury by the 10th working of each quarter	Submission of quarterly reports National Treasury, Provincial Treasury by 14 April 2017	Quarterly reports sent to National Treasury, Provincial Treasury on the following dates: 11 April 2017	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	N/A	N/A	N/A
K4.BTO.03	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Bank account details submitted to National and Provincial and Auditor-General	Proof of submission and Acknowledgement of receipt	Bank account completed forms for financial year 2014/15	Annual banking details submitted by set date	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	One annual banking details to be reported to National Treasury by 01 July 2016	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
K4.BTO.04	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Reports submitted to National Treasury as required to National and Provincial i.e. withdrawal report	Quarterly reports submitted to NT & PT; Proof of submission	Withdrawal report submitted on a Quarterly reports in financial year 2015/16	Number of withdrawal reports submitted by set date	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	Submission of quarterly reports, withdrawal report National Treasury, Provincial Treasury by 30 June 2017	Submission of quarterly reports National Treasury, Provincial Treasury by 14 April 2017	Quarterly reports sent to National Treasury, Provincial Treasury on the following dates: 11 April 2017	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash-flow						Nil	Nil	Nil	Nil	Nil	Nil
K4.BTO.09	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Mid-year budget and performance assessment.	Proof of submission and the actual document	Annual report submitted by the 25 th January to Council, National and Provincial Treasury.	Date of Submission of Mid-term budget report	Date	N/A	N/A	N/A	N/A	N/A	Operational	Mid – Term report to be submitted to Management Team, Standing Committee, EXCO, Council, National and Provincial by the 25th January 2017.	Mid – Term report to be submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial by the 25th January 2017.	The mid – term report was submitted to both treasuries (National and Provincial) by 25th January 2017.	N/A	N/A	N/A
									Quarterly Cash-flow						Nil	Nil	Nil	N/A	N/A	N/A
K4.BTO.05	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Bank reconciliations	12 monthly bank reconciliations reconciled to the General Ledger and submitted to MTM, Standing Committee, EXCO, and Council.	Submitted Bank reconciliations monthly basis to MTM, Standing Committee, EXCO, Council.	Number of bank reconciliations reconciled to the General Ledger and signed off by the CFO by set timeframe	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	12 monthly bank reconciliations reconcile to the General Ledger and signed off by the Chief Financial Officer by 30 June 2017.	3 monthly bank reconciliations reconcile to the General Ledger and signed off by the Chief Financial Officer by the following dates: 14 February 2017; 14 March 2017; 14 April 2017.	Monthly bank reconciliations were reconciled and signed on the following: 04 th February 2017; 03 rd March 2017; 07 th April 2017	N/A	N/A	N/A
									Quarterly Cash-flow						Nil	Nil	Nil	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.06	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Cash Investment Register reconciles to General Ledger	12 monthly cash investment register reconciles with the General Ledger and reported to MTM, Standing Committee, EXCO, and Council.	Submitted Investment register to MTM, Standing Committee, EXCO, and Council.	Number of monthly investment registers submitted by set timeframe	Number date	N/A	N/A	N/A	N/A	N/A	Operational	12 monthly investment registers reconcile to the General Ledger and signed off by the Chief Financial Officer and submitted to MTM, Standing Committee, EXCO, and Council by 30 June 2017.	3 monthly investment register reconcile to the General Ledger and signed off by the Chief Financial Officer by the following dates: 14 February 2017; 14 March 2017; 14 April 2017.	Monthly investment register reconciled and signed on the following dates: 04 th February 2017; 03 rd March 2017; 07 th April 2017.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	N/A	N/A	N/A
K5.BTO.03	Good Governance And Public Participation	Budget Planning And Financial Reporting	N/A	Budget related management policies	Council resolution	Submitted and reviewed policies to National Treasury.	Number of developed and reviewed policies By set date	Number date	N/A	N/A	N/A	N/A	N/A	Operational	Annual review of 8 policies within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.07	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Long term debt – External and Internal Loans	12 monthly reports on external and internal loan reconciled with the ledger and submitted to MTM, Standing Committee, EXCO, Council and National and Provincial Treasury.	Servicing of taken loans and reporting to Management Team, Standing Committee, EXCO, Council and National Treasury and Provincial Treasury	Number of reports on loan repayments by set timeframe.	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	12 monthly external and internal loan reports on Repayments of loans submitted to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by the 10 th working day of the following month.	3 monthly external and internal loans reconcile to the General Ledger and signed off by the Chief Financial Officer by the following dates: 14 February 2017; 14 March 2017; 14 April 2017.	Monthly external and internal loans reconcile to GL and signed off on the following dates: 04 th February 2017; 03 rd March 2017; 07 th April 2017.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	N/A	N/A	N/A
K4.BTO.08	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Monthly Interim Financial Statements	12 monthly interim financial statements prepared and reported to MTM, Standing Committee, EXCO, and Council.	12 report for financial year 15-16	Number of financial statements submitted by set date	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	12 monthly interim financial statements prepared and submitted to Management Team, Standing Committee, EXCO, and Council by the 10 th working day of the	3 monthly interim financial statements prepared and submitted to Management Team, Standing Committee, EXCO, Council on the following dates: 14 February 2017;	Monthly interim financial statements prepared and submitted on the following dates: 13 th February 2017;	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
															following month.	14 March 2017; 14 April 2017.	14 th March 2017; 11 th April 2017			
									Quarterly Cash flow						Nil	Nil	Nil	N/A	N/A	N/A
K2.BTO.01	Municipal Institution Development And Transformation	Budget Planning And Financial Reporting	N/A	Training of Budget Planning And Financial Reporting staff	Attendance register	Unit staff members	Number of trainings attended by set date	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	Two trainings to be attended by 31 March 2017.	One training to be attended by 31 March 2017.	mSCOA budget training was attended on the 23rd March 2017.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	N/A	N/A	N/A
K4.BTO.09	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Submission of adjusted budget	adjusted budget submitted to MT, SC, EXCO, Council and NT & PT and proof of submission	2016/17 approved Budget	Adjusted budget submitted to Management Team, Standing Committee, EXCO, and Council by set date	Report Date	N/A	N/A	N/A	N/A	N/A	Operational	Prepare and Submit adjusted budget to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by the 28th February 2017.	Prepare and Submit adjusted budget to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by the 28th February 2017.	Adjustment budget was prepared and submitted to Management Team, Standing Committee, EXCO, Council, Provincial and National Treasury on the	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	following date: 27 th January 2017 (CR66/27/01/17).			
									Quarterly Cash flow						Nil	Nil	Nil	N/A	N/A	N/A
K4.BTO.10	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Budget preparation process	Approved Budget Process plan and proof of submission	Submitted 2016/17 Time schedule to Management Team, EXCO, Standing Committee, Council and National and Provincial Treasury.	Submitted Process Plan to Management team, Standing Committee, EXCO, Council and National and Provincial Treasury by set date.	Approved Budget Process plan Date	N/A	N/A	N/A	N/A	N/A	Operational	Budget Process Plan (One time schedule) submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by for the next financial year 10 months before start of new financial year	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.11	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Budget preparation process	Tabled draft budget and proof of submission	Submitted 2016/17 tabled budget to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by the 31 st March.	Tabled and submitted draft budget to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by set date.	Tabled draft budget Date	N/A	N/A	N/A	N/A	N/A	operational	Submit tabled draft budget that is aligned to the IDP 90 days before the start of a new financial year to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury.	Submit tabled budget 90 days before of the new financial year to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury.	The draft budget was tabled to council on the 24th March 2017. It was then sent to both National and Provincial Treasury on 31st March 2017.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	N/A	N/A	N/A
K4.BTO.12	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Budget preparation process	Approved Budget, Council Resolution, proof of submissions	Submitted 2016/17 tabled budget to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury on the	Approved and submitted budget to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by set date	Approved budget Date	N/A	N/A	N/A	N/A	N/A	N/A	Submit Approved budget that is aligned to the IDP to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by 30 June 2017.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K5.BTO.03	Good Governance And Public Participation	Budget Planning And Financial Reporting	N/A	Consultations on tabled budget	Agenda, reports and attendance registers	Budget Community Outreach held on 12 – 16 September 2016 and 11 – 15 April 2017	Number of public meetings held by set date	Number date		R200 000.00					One Budget Community Outreach held by 30 April 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R200 000.00	Nil	Nil	Nil	Nil	Nil
K4.BTO.13	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Budget preparation	Tabled tariff of charges and proof of submission	Submitted tariff of charges to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury.	Tariff settings submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by set	Tabled tariff of charges date	N/A	N/A	N/A	N/A	N/A	operational	Submit the tariff setting 30 days before the start of the new financial year to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.14	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Monthly reports to MTM.	Proof of submission	Submit the 12 monthly reports to Management Team.	Number of Monthly reports submitted to Management Team by set time frame.	Number and date.	N/A	N/A	N/A	N/A	N/A	Operational	Submit 12 monthly reports to Management Team by the 10th working day of the following month.	Submit 3 monthly reports to Management Team on the following dates: 14 February 2017; 14 March 2017; 14 April 2017.	The monthly reports were submitted on the following dates: 09 th February 2017; 10 th March 2017; 30 th March 2017.	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.15	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Preparation of Annual Financial Statements with no misstatements.	GRAP Compliant Statements And proof of submission	Submitted GRAP Statements to Management Team, Audit Committee and Auditor-General.	Submitted GRAP Compliant Annual Financial Statements to Management Team, Audit Committee, Auditor-General, National Treasury and Provincial Treasury by the set date.	GRAP Compliant Statements date	N/A	R2 000 000.00	N/A	N/A	N/A		Submit GRAP compliant Annual Financial Statements to Management Team, Audit Committee, Auditor-General, National and Provincial Treasury by the 31st August 2016.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R 2 000 000.00	Nil	Nil	N/A	N/A	N/A
K1BTO.01	Basic Service Delivery	Budget Planning and Financial Reporting		Unspent Grants Management	Approved roll-over application	2015/2016 roll-over approved by national treasury	Approved roll-over application from national treasury by set date.	Approved roll-over application date	R15 000.00	05					Approved roll-over application from national treasury by 31 October 2016	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R15 000	N/A	N/A	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.16	Municipal Financial Viability And Management	Budget Planning And Financial Reporting		Unqualified Audit Opinion	Signed unqualified Audit report	Achieved Clean Audit Report with no other matters in 2014/15 FY.	Achieved Unqualified Audit Opinion by set date	Signed Unqualified Audit report date	R 4 000 000.00	R 4 000 000.00					Achieve a Unqualified Audit Opinion issued by the Auditor-General and submit it to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by 30 November 2016	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R 4 000 000	N/A	N/A	N/A	N/A	N/A
K4.BTO.17	Municipal Financial Viability And Management	Budget Planning And Financial Reporting		mSCOA Regulations	MFMA Circulars and Regulations	mSCOA Steering Committee Council Approved SCOA Plan.	Appointed FMS Vender and Upgraded systems by set date	Service Provider Systems date	R 3 000 000.00	R 3 000 000.00					Appointment of Approved FMS Vendor as per SCOA regulations; and Upgrading of Systems from Non-SCOA to SCOA approved Systems by y 30 June 2017	Steering Committee Meeting Appointment of the systems vendor	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R3 000 000	Nil	N/A	N/A	N/A	N/A

UNIT: REVENUE AND EXPENDITURE MANAGEMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.18	Municipal Financial Viability And Management	Revenue And Expenditure Management	N/A	Debt Collection & Reduction	Status report on monthly reduction of debt	R 69 M as at 30 June 2016	Amount of debt reduced by set date	Amount Date	N/A	N/A	N/A	N/A	N/A	Operational	Reduction of the debt of R69 262 656 by R12M by 30 June 2017	Reduce debt by R3,000 000	Opening balance of debt R85 966 547 Closing balance of debt R87 800 617 Movement R1 834 069 Debt has not been decreased	Debt not reduced		Develop strategies to improve collection
									Quarterly Cash flow →						NIL					
K4.BTO.19	Municipal Financial Viability And Management	Revenue And Expenditure Management	N/A	General Valuation Roll	General valuation roll	General valuation roll	Approved General valuation roll by set date	General valuation roll	R500 000.00	R500 000.00	05/20/20/30/3190/000	N/A	N/A	Operational	General Valuation Roll Approved by 01 July 2017	Draft valuation roll by 31 January 2017	Tender for a valuation roll made on 03/03/2017 and closed on 10/04/2017. The tender will be evaluated during April 2017.	none	n/a	n/a
									Quarterly Cash flow →						R500 000					
K4.BTO.20	Municipal Financial Viability	Revenue And Expenditure		Debtors Reconciliations	Monthly reconciliations	Monthly Reconciliations are done monthly.	Number of monthly debtor's reconciliations.	Number	N/A	N/A	N/A	N/A	N/A	Operational	Debtors Reconciliations Done on a monthly basis by 30 June 2017	Monthly debtors reconciliation from the billing system to the General Ledger and	Monthly debtors reconciliations submitted and approved on the following dates:	None	n/a	n/a

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																signed off by the Chief Financial Officer by the following dates: 14 February 2017 14 March 2017 14 April 2017	06/02/17 03/03/17 06/04/17			
									Quarterly Cash flow →						Nil	Nil				
KIBTO.03	Basic Service Delivery	Revenue And Expenditure Management	N/A	Provision and Supply of free basic services to Indigent Beneficiaries	Indigent register	11700 beneficiaries currently receiving the support through Grid and Non Grid Energies.	Number of approved indigent beneficiaries supplied Services by 30 June 2017	Number Date	R12 000 000.00	R12 000 000.00	05/40/40/4970/000	N/A	N/A	Operational	Supply 12 613 approved indigent beneficiaries with services by 30 June 2017	Provide services to indigent beneficiaries on monthly basis as follows: Electricity 3 453 Refuse and Rates: 1 074 Alternative energy: Gel and oil 6 000 Solar 4 922	Provided services to 14 534 registered indigent beneficiaries as follows: Electricity 3 451 Rates and refuse 1 085 Solar 9 998	6000 beneficiaries for gel and oil were not provided with the services	Tender still to be awarded.	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						R12 000 000.00	R1 455 528.00				
K4.BTO.21	Municipal Financial Viability And Management	Revenue And Expenditure Management	N/A	Charging of Interest on arrear accounts	Report on interest raised on outstanding debtors	Interest is charged on arrear accounts	Percentage of interest levied on outstanding debtors at an annual rate by set date	Percentage	N/A	N/A	N/A	N/A	N/A	Operational	Levying of Interest on outstanding debtors at an annual rate of 18% by 30 June 2017	Monthly charge of interest on outstanding debt.	Interest charged on a monthly basis as follows: 31/01/17 R653 739.41 28/02/17 R663 966.61 31/03/17 R672 462	None	n/a	n/a
									Quarterly Cash flow						Nil	Nil				
K4.BTO.24	Municipal Financial Viability And Management	Revenue And Expenditure Management	N/A	Billing of Accounts	Billing Report.	Billing done by 31 ST of the month and Posting of 7000 Accounts by the 15 th of the month	Accounts billed and posting done by set date	Number and Date	R200 000.00	R200 000.00	05/20/20/5380/000	N/A	N/A	Operational	Billing done by end of the month and Posting of accounts by the 15 th of each month	Billing done by end of the month and Posting of accounts by the 15 th of each month	Billing done as follows: 31/01/17 R5 222 494.01 28/02/17 R5 222 135.16 31/03/17 R5 237 228.13 POSTAGE (3000 accounts) 10/02/17 09/03/17 For month ended 31 march 2017; postage has			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	not yet been done.			
									Quarterly Cash flow						R200 000.00	R50 000				
K4.BTO.22	Municipal Financial Viability And Management	Revenue And Expenditure Management	N/A	Smart metering installation	Installation of meters or number of meters installed	Non Smart Meters installed in the Matatiele area where electricity is supplied by the municipality.	No of smart – grid meters installed by set date	Number	R1 500 000.00	R1 500 000.00	05/20/30/5190/000	N/A	N/A	Operational	Replacement of 3500 non-smart meters to smart – grid meters by 30 June 2017.	Install 1000 meters	A total of 300 meters were installed in February – March 2017; after the audits were done and completed and the end of January 2017	700 meters not installed.	Delays in securing funding for continuing with the second phase of smart meters.	
									Quarterly Cash flow						R1 500 000.00	R375 000	R4000 000.00			
K4.BTO.23	Municipal Financial Viability And Management	Revenue And Expenditure Management	N/A	Data Cleansing		Customers files with limited information.	Number of accounts cleansed on the billing system by set date	Number	R500 000.00	R500 000.00	05/20/20/5190/000	n/a	n/a	operational	To do data cleansing of 5000 on the billing system as at 30 June 2017	Update the debtors Masterfile with outstanding information on 1 250 accounts in the billing system	Data collected for 5000 in the previous quarters, the database is currently being updated	none	n/a	n/a
									Quarterly Cash flow						R500 000.00	R125 000				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.37	Municipal Financial Viability And Management	Expenditure Management	N/A	Payroll Administration by 25 th of each month	Signed Bank Authorizations of Salaries & Payroll Summary Report by 25 th of each month.	Payment of Salaries and Allowances is done on the 25 th of every month	monthly payments of salaries by set date	Date on which salaries are paid	N/A	N/A	N/A	N/A	N/A	N/A	12 Monthly Salary Payments to be made by 25 of each month	Salaries paid on the 25 th of each month	Salaries paid on the following dates: 25 January 2017 24 February 2017 24 March 2017	none	n/a	n/a
									Quarterly Cash flow						Nil	Nil				
K4.BTO.25	Municipal Financial Viability And Management	Revenue And Expenditure Management	N/A	Creditors Administration	Monthly Report on Payments of creditors within 30 days by means of payment Register & Audit Report.	Creditors not all paid within 30 days	Percentage of received invoices per month against number of payments made within prescribed timeframe	Percentage	N/A	N/A	N/A	N/A	N/A	N/A	100% payments for Creditors and Other Service Providers to be done within 30 Days as per MFMA requirements	100% Payments done within 30 days on receipt of invoice	Total payments received: 508 OPEX 458 CAPEX 50 Paid within 30 days 452 (89.17 compliance)	Noncompliance: 10.8%	Invoices submitted late by user departments; Invoices submitted with incorrect or incomplete information	
									Quarterly Cash flow						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K5.BTO.04	Good Governance And Public Participation	Revenue And Expenditure Management	N/A	Submission of reviewed policies.	Reviewed policies with council resolution	2016/17 approved policies	Reviewed policy	Reviewed policy	N/A	N/A	N/A	N/A	N/A	N/A	Submit policies to council for annual review	Draft policy review for comments and suggestions	Submitted policies to council for review: Indigent policy Debt collection and credit control policy Incentive policy Rates policy Strategy to improve debt	none	n/a	n/a
									Quarterly Cash flow						Nil	Nil				

UNIT: SUPPLY CHAIN MANAGEMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMAN CE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIV E MEASURE
K1BTO.02	Basic Service Delivery	SCM	N/A	2016/17 Procurement Plan Management & Implementation	Approved Procurement Plan Monthly communication with department regarding the procurement plan Approved specification reports Copies of bid invitation Monthly progress report to Management committee and quarterly report to council	Approved procurement plan-2015/16	Approved Procurement Plan and Percentage of implementation by set date	Plan Date Percentage	N/A	N/A	N/A	N/A	N/A	Operational	To have an approved Procurement Plan by 31 July 2016	N/A	N/A			
															100% Implementation of the approved procurement Plan by 30 June 2017	100% Implementat ion of approved procurement plan by 30 March 2017	All the that were due in the third quarter were submitted			
									Quarterly Cash flow →						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMAN CE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIV E MEASURE
K4.BTO.26	Municipal Financial Viability And Management	SCM	N/A	Demand Management	Proof of invitation , updated register of accredited prospective service providers	Accredited Prospective Service Provider Register for 2015/16 FY	Updated accredited Service Provider register by set date	Registers Date	R250 000.00	R200 000.00	05/20/25/5190/000	N/A	N/A	Operational	Maintain an Updated and Verified register of accredited prospective service by 31 June 2017	Updated list of accredited prospective service providers	List of accredited service prospective service providers was updated			
									Quarterly Cash flow						200,000	N/A				
K3.BTO.04	Local Economic Development	SCM	NA	Demand Management (2)	updated register of accredited prospective service providers	Accredited Prospective Service Provider Register for 2015/16 FY	Supplier day hosted by set date	Registers Date							Host Supplier Day by 30 June 2017					
K3.BTO.01	Local Economic Development	SCM	N/A	Acquisition Management (1)	Awarded bids, Deviation Register, Reports on Regulation 32 bids	Awarded bids, Deviation Register, Reports on Regulation 32 bids for 2015/6 FY	Percentage of procurements between R30 000.00 and R20 000.00 procured locally by set date	Percentage	N/A	N/A	N/A	N/A	N/A	N/A	50% of Procurement between R30 000 – R200 000 procured locally by 30 June 2017	50% of Procurement between R30 000 – R200 000 procured locally	87%Procurement between R30 000 – R200 000 procured locally			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMAN CE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K3.BTO.02				Acquisition Management (2)	Awarded bids, Deviation Register, Reports on Regulation 32 bids ,	Awarded bids, Deviation Register, Reports on Regulation 32 bids for 2015/6 FY	Percentage of procurements above R200 000.00 procured locally by set date	Percentage							20% of procurement above R200 000 procured locally by 30 June 2017	20% of procurement above R200 000 procured locally	15% of procurement above R200 000 procured locally		Local suppliers not complying with the bid requirement	
				Acquisition Management (3)	Awarded bids, Deviation Register, Reports on Regulation 32 bids ,	Awarded bids, Deviation Register, Reports on Regulation 32 bids for 2015/6 FY	Percentage of bids done through competitive bidding by set date	Percentage							60% of bids done through competitive bidding by 30 June 2017	60% of bids done through competitive bidding	95% of bids were done through competitive bidding			
K3.BTO.03	Municipal Financial Viability and Management	SCM	N/A												N/A	N/A				
K4.BTO.27	Municipal Financial Viability And	SCM	N/A	Acquisition Management (4)	Appointment letters, Register for training	2015/16 Bid Committee	Established bid committee	Committee Date	N/A	N/A	N/A	N/A	N/A	N/A	Establishment of Bid Committee	N/A				
															N/A	N/A				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.28	Municipal Financial Viability And Management	SCM	N/A	Acquisition Management (5)	Closing Registers , intention letter	Awarded bids, Deviation Register, Reports on Regulation 32 bids ,	Number of days for awarding of bids	Number	N/A	N/A	N/A	N/A	N/A	N/A	Ensure 80 days turnaround time from closing date for the awarding of bids	Ensure 80 days turnaround time from closing date for the awarding of bids	7 out of 13 bids were procured within 80 days from the date of closing	6 bids were not procured within 80 days	Objection received from suppliers and also consultants not returning the bids on time	
															N/A	N/A				
K4.BTO.29	Municipal Financial Viability And Management	SCM	N/A	Acquisition Management (6)	Irregular Expenditure register, Deviation register, monthly reports on irregular expenditure	12 report on irregular expenditure for Financial year 2015/16	Number of irregular expenditure submitted by set date	Number	N/A	N/A	N/A	N/A	N/A	N/A	To have 12 monthly reports on Irregular expenditure submitted to Management Team Meeting (MTM),	3 Monthly Report to Management Team Meeting (MTM) on irregular expenditure	3 Monthly Report to Management Team Meeting (MTM) on irregular expenditure			
									N/A	N/A	N/A	N/A	N/A	N/A	4 Quarterly reports on irregular expenditure to STANCO, EXCO and the Council by 30 June 2017	1 Quarterly report on irregular expenditure to STANCO, EXCO and the Council.	1 Quarterly report on irregular expenditure to STANCO, EXCO and the Council			
															N/A	N/A				
K2.BTO.03	Municipal Institution	SCM	NA	Acquisition management (7)	Attendance register for training	2015/16 Bid Committee	Bid committee trained by set date	Date	N/A	N/A	N/A	N/A	N/A	Operational	Facilitate Bid committee training by 31 March 2017	Bid committee training by 31 March 2017	Service provider appointed Bid committee training to be done by	Training not provided on the set date	Delays from service provider	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	30 April 2017			
K4.BTO.30	Municipal Financial Viability And Management	SCM	N/A	Stores management	Quarterly stock count Recon on stock counts Re-order levels report	Stores management procedures in place	Number of stock counts, reconciliations, Investigations, report by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Quarterly Stock counts, Reconciliation of stock counts to General Ledger, Investigate and report on discrepancies Perform annual stock take by 30 June 2017	1 Stock counts, 1 Reconciliation of stock counts to General Ledger, 1 Investigate and report on discrepancies	1 Stock counts, 1 Reconciliation of stock counts to General Ledger, 1 Investigate and report on discrepancies			
															N/A	N/A				
K4.BTO.31	Municipal Financial Viability And Management	SCM	N/A	Fixed Asset management (1)	12 Updated Asset additions on the Asset register, 4 Updated Asset Register	There is an Updated Fixed Asset Register for 201/16	Number of reports on asset additions on register and physical verification of non-infrastructure assets done	Number	N/A	N/A	N/A	N/A	N/A	N/A	12 Monthly reports on additions of asset on the asset register and Physical verification of non-infrastructure assets	Monthly additions of asset on the asset register and Physical verification of non-infrastructure assets	Monthly assets reports are inclusive of assets additions every month. Physical verification of all assets for Q3 to be done first week of April 2017.	N/A	N/A	Quarterly physical verification for Q3 to be done first week of April 2017.
				Fixed Asset	4 Recons,	There is an	Number of recons and	Number								One Assets reconciliatio	Reconciliations are	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.38				management (2)	4 Report on updated Asset Register	Updated Fixed Asset Register for 2015/16	reports on Updated Asset Registers submitted	er							4 Quarterly Asset reconciliation to General Ledger and 4 report on Updated Assets Register submitted to MTM. STANCO, EXCO and Council	n to General Ledger and 1 report on Updated Asset Register submitted to MTM. STANCO, EXCO and Council	done every month and assets additions are also reported in the monthly assets report. Assets reports are tabled to MTM monthly.			
				Fixed Asset management (3)	4 lists of obsolete assets, Report on Disposal of assets, Notice of identified obsolete assets	There is an Updated Fixed Asset Register for 2015/16	Number of schedules on obsolete assets submitted to MTM, STANCO, EXCO and Concil. Disposed Obsolete Assets by set date	Number Date							Identification of obsolete assets and Disposal of approved obsolete assets through public processes by 30 June 2017	One schedule of obsolete assets submitted to MTM, STANCO, EXCO and Council Notice of identified obsolete assets for disposal by 31 March 2017	Submitted a schedule of assets to be written off to MTM on the 14 March 2017	N/A	N/A	Quarterly physical verification for Q3 to be done first week of April 2017.
									Quarterly Cash flow						Nil	Nil				
K4.BTO.33	Municipal Financial Viability And Management	SCM	N/A	Maintenance of Service Providers contract (1)	Appointment Letter, Signed Service Level Agreement/Contracts	Contract register is in place	Number of days in which Contracts/service level agreements are signed after a bid is awarded	Date Contract register	N/A	N/A	N/A	N/A	N/A	Operational	To have signed contracts/ service level agreements for all the bids awarded within 30 days of award date.	Ensure contracts/ service level agreements signed within 30 days from the date of appointment	11 contracts/ service level agreements were signed within 30 days from the date of appointment	Contract for security services not signed	Awaiting for service provider to sign	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMAN CE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIV E MEASURE
K4.BTO.34				Maintenance of Service Providers contract (2)	Proof of submission Monthly updated contract register	Contract register is in place	Number of days in which reports on awarded bids were submitted to National treasury and number of Updated contract register	Number							Submission of reports on Awarded bids to National treasury within 10 days after Month end and Monthly Updated contract register	Submission of reports on Awarded bids to National treasury within 10 days after Month end and Monthly Updated contract register	All 13 bids were projects on the 3 quarter were submitted to National treasury and CIDB			
									Quarterly Cash flow						→ Nil	Nil				
K2.BTO.02	Municipal Financial Viability And Management	SCM	N/A	Fleet management	12 fleet abuse cases and accidents reports Vehicle Licensin g, Vehicle service orders	Fleet managem ent procedur es 2015/16 accidents reported 2015/16 fleet abuse cases	Number of fleet abuse cases and accidents reports and percentage of roadworthy municipal fleet by set date	Number Percentage	R650 000.00	R480,000.00	05/20/25/4910/000	N/A	N/A	Operational	12 monthly report on fleet abuse cases and accident report by 30 June 2017	3 monthly report on fleet abuse cases and accidents	3 monthly report on fleet abuse cases and accidents			
															Ensure 80% Roadworthy municipal fleet by 30 June 2017	Ensure 80% Roadworthy municipal fleet	All municipal vehicle are roadworthy			
									Quarterly Cash flow						→ 480,000	120,000				
K5.BTO.02	Good Governance And Public	SCM	N/A	SCM policy and Fleet Managem ent policy and	Approve d SCM Policy Fleet Manage ment Policy and	Approve d SCM Policy, Fleet Manage ment Policy and	Reviewed SCM policy, Fleet Management policy and Infrastructure Procurement Policy by set date	Policie s Date	N/A	N/A	N/A	N/A	N/A	Operational	Review Fleet Management Policy and SCM Policy and Infrastructure Procurement Policy by 31 May 2017	Draft review policy for comments and suggestions by 31 March 2017	Draft review policy for comments and suggestions were done			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMAN CE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIV E MEASURE
				Infrastr ucture procure ment policy	Infrastruc ture procurem ent policy with Council Resolutio ns	Infrastruc ture procurem ent policy for 2016/201 7			Quarterly Cash flow →						Nil	Nil				

COMMUNITY SERVICES DEPARTMENT

UNIT: ENVIRONMENTAL AND SOLID WASTE MANAGEMENT

	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.CMS.01	Basic Service Delivery	Environmental Management And Conservation		Fire breaks establishment in Matatiele Nature reserve	TOR, adverts, appointment letters, invoices, proof of payments and PSC Reports and monthly reports	20km	Number of kilometers of firebreaks established by set date	Kilometer\km date	R 500 000.00	R 500 000.00	05 30 35 4976 000	N/A	N/A	Operational	To establish 20km of firebreaks in the Nature Reserve by 30 June 2017	3 Project Progress Report	N/A			
									Quarterly Cash flow						R 500 000.00	R10 800.00				
K1.CMS.02	Basic Service Delivery	Environmental Management And		Control of illegal dumping	Reports and pictures of before and after cleaning	08 illegal dumps in Matatielle and one in Cedarville	Number of illegal dumping sites identified and eradicated by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	To identify and eradicate 8 illegal dumping sites by 30 June 2017	2 illegal dumping Curbing	Illegal dumping curbing done next to Matatiele clinic			
									Quarterly Cash flow						Nil	Nil				
K5.CMS.01	Good Governance And Public Participation	Environmental Management And Solid Waste	1, 19, 20 And 26	Waste Management Awareness	Filled survey forms signed by the residents in 4 wards (1, 19, 20 and 26), and report	26 awareness campaigns	Number of awareness campaigns conducted by set date	Number date	N/A	N/A	N/A	N/A	N/A	N/A	To conduct 4 waste management awareness to 4 wards receiving waste services by 30 June	N/A	N/A			
									Quarterly Cash flow						Nil	Nil				

	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.CMS.03	Basic Service Delivery	Environmental Management And Solid Waste		Procurement of refuse bags	TOR, advert, appointment letter, invoices, proof of payments and photos	Provision if refuse bags	Refuse bags procured by set date	Date	R 10 290 000.00	R100 000.00	05 30 35 4910 000	N/A	N/A	Operational	Procurement of refuse bags by 30 June 2017.	Delivery of refused bags	N/A			
									Quarterly Cash flow						R100 000.00	R100 000.00				
K1.CS.04	Basic Service Delivery	Environmental Management And Solid Waste	19	Waste removal in the CBD	Monthly Reports	CBD waste removal	Number of reports on cleaning and waste removal on CBD by set date	Number	R 10 290 000.00	R 2 470 000.00	05 30 35 4910 000	N/A	N/A	Operational	To clean and remove waste in the CBD and 12 reports by 30 June 2017	Cleaning and refuse removal in the CBD and 3 reports	Cleaning and refuse removal in the CBD and 3 reports			
									Quarterly Cash flow						R 2 520 000.00	R630 000.00				
K1.CMS.05	Basic Service Delivery	Environmental Management And Solid Waste	1, 20, 26	Waste removal in residential areas	Monthly Reports	Cedarville, Maluti and Matatielle Towns	Number of days per week for waste removal in residential areas and the number of monthly reports by set date	Number	R 10 290 000.00	R 2 470 000.00	05 30 35 4910 000	N/A	N/A	Operational	To remove waste in the residential areas twice a week and 12 monthly reports by 30 June 2017	Cleaning and refuse removal 24 times in the residential area and 3 reports	Cleaning and refuse removal in the residential area and 3 reports			
									Quarterly Cash flow						R 2 520 000.00	R630 000.00				
K1.CMS.0	Basic Service	Environmental		Cemetery	Reports	3 cemeteries	Number of report on cemetery	Number	N/A	N/A	N/A	N/A	N/A	N/A	Produce 12 monthly report on the cemetery management	Ongoing maintenance of Cemetery	10 graves were dug in maluti, 1 in			

	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				management			management serviced produced by set date								services by 30 June 2017	and digging of graves	Cedarville, 1 in Matatiele			
									Quarterly Cash flow						Nil	Nil				
K1.CMS.08	Basic Service Delivery	Environmental Management And Solid Waste	20	Landfill management	12 monthly reports on operation and management of landfill site	Appointed service provider for the operation and management of landfill site	Number of reports on operation and management of landfill site by set date	Number and date	R 10 290 000.00	R 1 575 000.00	05 30 35 4910 000	N/A	N/A	Operational	12 monthly reports on Operation and management of landfill by 30 June 2017	Operation and management of landfill and 3 monthly reports	Operation and management of landfill and 3 monthly reports			
									Quarterly Cash flow						R 1 575 000.00	R 393 750.00				
K1.CMS.07	Basic Service Delivery	Environmental Management And Solid Waste	1, 19, 20, 26	Grass cutting in the CBD and residential area.	Reports	Cedarville, Maluti, Harry Gwala, Mountain View and CBD	Number of reports compiled on grass cutting and removal by set date.	Number	R 10 290 000.00	R 3 675 000.00	05 30 35 4910 000				12 monthly reports on grass cutting and remove from areas of Cedarville, Maluti, Harry Gwala, Mountain View and Buxton Park by 30 June 2017	Cutting grass, opening drains and pruning trees in the residential and CBD area	Grass cutting has been done in Maluti, Cedarville, Harry Gwala, Mountain View and Buxton Park.			
									Quarterly Cash flow						R 3 675 000.00	R 918 750.00				
				1.14 Park and gardens management	Monthly Reports and pictures	Open spaces and gardens in Matatiele	Number of reports compiled by set date	number	N/A	N/A	N/A	N/A	N/A	Operational	To maintain recreational park and municipal gardens by 30 June 2017	Ongoing maintenance of Park and municipal gardens	Municipal gardens next to Eskom and on the R56 exit to Mt Fletcher above the roman catholic church were cleaned and garden in the municipality main offices and town hall			

	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	were also cleaned.			
									Quarterly Cash flow											

UNIT: PUBLIC PARTICIPATION AND EPWP

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ACTUAL BUDGET 2016/17 FY PROJECT TOTAL COST ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER				
									ACTUAL BUDGET	PROJECT	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3 target	Q3 actual	Reasons for deviation	Corrective measures
K5.CMS.04	Good Governance and Public Participation	Public Participation	All wards	Provision of support services to the office of the Speaker	Attendance registers, agenda and minutes.	There is existence of ward CLLRS	Council introduction event to communities and traditional council. Number of ward committees and War rooms established by set date	Number Date							Establishment and inauguration of ward committees for 26 Wards by 30 June 2017	Orientation of ward committees	Concept document and manual for the orientation workshop of Ward Committees done awaiting adoption by Council Ward committee grouping and the proposed dates for workshop are in place.	The war room stakeholder orientation had a deadline of March end which was an extension and due to the shortage of staff we couldn't do them both.	The workshop will be conducted in Q4
K5.CMS.05									R150 000.00	R50 000.00	N/A	N/A	N/A	Operational	Establishment of 26 war rooms in the Municipality by 30 June 2017	Orientation of war rooms for 26 wards. Adoption of the Calendar of war room meetings by 31 March 2017	War room stakeholders from 20 wards have been orientated	Two wards postponed the war room stakeholder orientation	War room stakeholders in Ward 19 will be orientated on the 06 th of April and in Ward 11 on the 04 th of April 2017.
									Quarterly Cash flow →						N/A	N/A	N/A	N/A	N/A

K5.CMS.07	Good Governance and Public Participation	Public Participation	All wards	Consolidation of War-room reports	Consolidated reports	There are ward fora established per ward	Number of reports compiled by set date	Number Date	N/A	N/A	N/A	N/A	N/A	Operational	Prepare 6 consolidated War-room reports by 30 June 2017	Prepare two consolidated war-room	War room reports requested from War room Secretariat received and consolidated	N/A	N/A
									Quarterly Cash flow➡						N/A	N/A	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ACTUAL BUDGET 2016/17 FY PROJECT TOTAL COST ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER				
									ACTUAL BUDGET 2016/17FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3 target	Q3 actual	Reasons for deviation	Corrective measures
K5.CMS.06	Good Governance and Public Participation	Public Participation	All wards	Public education and engagement on municipal and government services	Attendance registers and minutes	Functional ward committees	Number of public education and sessions conducted by set date	number Date	R810 000.00	R100 000.00	0525415180	N/A	N/A	Operational	Conduct 26 public education and engagement on disaster management issues and municipal by-laws by 30 June 2017	Draft public education and engagement plan by 31 January 2017 13 Public education and engagement sessions (one session per ward)	13 Wards have been identified and the situational analysis have been conducted in 3 of those, ward 5, 7 & 9.	Load of work to a unit without staff to do the work	Public education and engagement on disaster management issues and municipal by-laws will be done in Q4 in all Wards
															Quarterly Cash flow				
K5.CMS.09	Good Governance and Public Participation	Public Participation	N/A	Management of petitions and marches	Petitions and application for marches	Petitions and application for Marches management system	Percentage of Petitions and applications for marches managed by set date	Percentage Date	N/A	N/A	N/A	N/A	N/A	Operational	100% management of petitions by 30 June 2017	100% management of petitions	100% management of petitions	There are no petitions and march applications received this quarter.	N/A
															Quarterly Cash flow				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ACTUAL BUDGET 2016/17 FY PROJECT TOTAL COST ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER				
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3 target	Q3 actual	Reasons for deviation	Corrective measures
K5.CMS.08	Good Governance and Public Participation	Public Participation	All	Review and establish residential addresses in all the 26 Wards	Proof of all verified addresses	Residential addresses exist in Matatiele Town and the Proof Residence forms issued by the Municipality	Number of wards with established and verified residential addresses by set date	Number	R 810 000.00	R100 000.00	0525415180	NA	NA	Operational	Establishment of residential addresses in wards 2,3,6,10 by 30 June 2017	Establishment of residential addresses in wards 2 and 3 by 31 March 2017	Establishment of residential addresses in wards 2 and 3 not done. Mr Nkonzombi from Post Office requested the Ward's information in order for them to contact Cllrs	Lack of resources	Mr Nkonzombi from Post Office is going to do the establishment and the Reviewal of residential addresses as it is their function.
									Quarterly Cash flow										

UNIT: PUBLIC SAFETY

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.CMS.09	Basic Service Delivery	Public Safety		Purchase of BA Compressor	Terms of reference, advert, appointment letter, invoices	No BA compressor	BA compressor purchased by set date	Date	R100 000.00	R100 000.00	N/A	80 30 74 5756 011	N/A	N/A	Purchase of BA Compressor by 30 June 2017.	Purchase of BA Compressor	Specifications completed, submitted to SCM, waiting for advertisement	Yes	Procurement processes	Follow up with SCM
									Quarterly Cash flow						R100 000.	R100 000.	N/A			
K1.CMS.10	Basic Service Delivery	Public Safety		Fencing of driving licence test centre ground	Terms of reference, advert, appointment letter, invoices and proof of payment	New test ground not fenced	Meters of Fence completed on driving license test Centre ground by set date	Meters Date	R250 000.00	R250 000.00	N/A	80 30 74 5751 036	N/A	N/A	Fence 150 meters of driving license test Centre ground by 30 June 2017	Hand over process.	Project was completed in Q-1	N/A	N/A	N/A
									Quarterly Cash flow						R250 000.00	Nil	R250 000.00	N/A	N/A	N/A
K1.CMS.11	Basic Service Delivery	Public Safety		Fencing of aerodrome	Terms of reference, advert, appointment letter, invoices and proof of payment	Aerodrome building	Number of km fenced at the aerodrome by set date	Km date	R50 000.00	R50 000.00	05 30 74 4630 000	N/A	N/A	N/A	Fence 60km at the aerodrome by 30 June 2017	N/A	Specifications completed, submitted to SCM, waiting for advertisement	Yes	Delay in the furnishing of Bill of Quantities by PMU	Follow up with SCM

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						R50000.00	Nil	Nil			
K1.CMS.12	Basic Service Delivery	Public Safety		Purchase (1) x Land cruiser vehicle with Emergency Rescue Equipment;	Land Cruiser vehicle with emergency rescue vehicle	No emergency rescue vehicle	Land cruiser with fire fighting skid purchased by set date	Date	R400 000.00	R400 000.00	N/A	80 30 74 5756	N/A	CRR	To purchase land cruiser with fire fighting skid by 30 June 2017	To purchase 1 x land cruiser with firefighting skid.	Specifications completed, submitted to BSC committee, rejected to insufficient budget, New specifications compiled, waiting for BSC committee meeting.	Yes	Under budgeting	New product specifications compiled and resubmitted to BSC committee.
									Quarterly Cash flow						R600'000	Nil	Nil			
K1.CMS.13	Basic Service Delivery	Public Safety		Purchase of traffic motorcycles.	Proof of Terms of reference, advert, appointment letter, invoices and proof of payment	Motorcycles.	Number of motorcycles purchased by set date	Number date	R500 000.00	R500 000.00	N/A	80 30 74 5756007	N/A	N/A	Purchase of 5 traffic motorcycles by 30 June 2017	Purchase of 5 traffic motorcycles	Project advertised and closed but response.	Yes	No response to the project advertisement	To re-advertise the project
									Quarterly Cash flow						R500 000.00	Nil	Nil			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORM ANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.CMS.14	Basic Service Delivery	Public Safety		Maintenance and service of fire extinguishers	Service Certificate	Functional fire extinguishers in the areas	Number of fire extinguishers serviced and maintained by set dates	Number date	R100 000.00	R100 000.00	05 30 74 4640 000	N/A	N/A	N/A	Maintenance and service of 50 fire extinguishers in Matatiele, maluti. And Cedarville by 30 June 2017	Maintenance and service of 50 fire extinguishers in Matatiele, maluti. And Cedarville	Specifications completed, submitted to SCM, waiting for advertisement	Yes	Procurement processes	Follow up with SCM
									Quarterly Cash flow						R100 000.00	Nil	Nil	Nil		
K5.CMS.02	Good Governance and Public Participation	Public Safety		Awareness campaigns on disaster and fire	Reports and attendance register	Awareness campaigns done in certain wards	Number of campaigns conducted by set date	Number date	N/A	N/A	N/A	N/A	N/A	N/A	Conduct 8 awareness campaigns on disaster, fire by 30 June 2017	Conduct 3 Awareness Campaigns on disaster and fire	3 awareness conducted	N/A	N/A	N/A
									Quarterly Cash flow						N/A	N/A	N/A	N/A	N/A	N/A
K1.CMS.15	Basic Service Delivery	Public Safety		Testing for driving licences and vehicle for roadworthy	Reports	Approximately 9000 people and vehicles tested	Number of people tested for learner and driver licenses and vehicles tested roadworthiness by set date	Number	N/A	N/A	N/A	N/A	R2 047 500.00	N/A	To test 1610 people for drivers licenses, 2300 people for learners licenses and 600 vehicles for roadworthy by 30 June 2017	To test 402 drivers, 575 learners and 150 vehicles (1127)	303 drivers tested, 773 Learners licences, 407 m/v tested (1483)	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORM ANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						2'047'500.	511'875	R1'625'264			
K1.CMS.16	Basic Service Delivery	Public Safety		Registration and Licensing of vehicles	Reports	Approximately 7000 vehicles licensed	Number of vehicles registered and licensed by set date	Number	N/A	N/A	N/A	N/A	R 1 260 000.00	N/A	Registration and licensing of 7000 new and existing vehicles by 30 June 2017	Registration and licensing of 1750 new and existing vehicles	2250 m/v licensed	N/A	N/A	N/A
									Quarterly Cash flow						R1 260 000.00	R315 000.00	R1'263'329			
K1.CMS.17	Basic Service Delivery	Public Safety		Systematic stopping and checking of vehicles	Reports	Minimum 15 cars stopped per day by each traffic officer	Number of cars stopped and checked per guide lines by set date	Number	N/A	N/A	N/A	N/A	N/A	N/A	Systematic stopping and checking of 8600 vehicles as per Dep. Transport guideline by 30 June 2017.	Systematic stopping and checking of 2150 vehicles.	3384 stopped (1918) notices issued.	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				
K1.CMS.18	Basic Service Delivery	Public Safety		Routine patrols within the municipality areas	Schedule Reports	Daily patrol	Number of patrols conducted by set date	Dated trip authorization	N/A	N/A	N/A	N/A	N/A	N/A	Conduct 480 routine patrols in the Municipal area by 30 June 2017	120 routine patrols	180 routine patrols conducted	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				
		PUBLIC SAFETY		Income generation through traffic fines	Report	R18 000.00 generated through traffic fines in 2016/17 financial year	Income generated	Amount							Traffic fines by 30 June 2017	Generate R10 000 from traffic fines	23 vehicles impounded			
									Quarterly Cash flow						(R 400 000)	(R 100 000)	R465'884			

CORPORATE SERVICE DEPARTMENT

UNIT: ADMIN SUPPORT AND PUBLIC AMENITIES

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE (3) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K1.CRS.01	Basic Service Delivery And Infrastructure	Administration Support And Public Amenities	ALL	Swimming Pool underwater machine	Appointment Letter	There is no machine to clean underwater in the swimming pool	Purchased under water machine by set date	Date	R80 000.00	R80 000.00	80 25 30 5750 013	N/A	N/A	N/A	Purchase underwater machine for the municipal Swimming pool by 30 June 2017	Advertisement of the bid and appointment of a suitable service provider for supplying and installing an underwater machine suitable for cleaning the floor and walls of the swimming pool	Request for Quotations advertised on 14 February and closed on 22 February 2017. Bidders were unresponsive and request for quotations will be re-advertised.	N/A	N/A	N/A
K2.CRS.12	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19,26	Facilitation of sitting of governance and oversight structures meetings	Advertisements/Public Notices,	Rules and Orders of Council and Annual Calendar of meetings	Council meetings publicised within prescribed time frame	Number of day	N/A	N/A	N/A	N/A	N/A	N/A	Publicizing of all Council Meetings at least 5 days before sitting of Council Meetings	All Council meetings are published 5 days before each Ordinary Council Meeting	The Ordinary Council meeting of 27 January 2017 was advertised on 20 January 2017 in the in the Fever Newspaper. The Special Council meeting of 24 March 2017 was advertised on 20 March	The Special Council meeting of 24 March 2017 was advertised on 20 March in the in the Daily Dispatch Newspaper, only 4 days before the Council meeting.	The Speaker of Council was uncertain about a calling a meeting when the meeting of 24 February 2017 still remained adjourned.	N/A

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE (3) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	2017 in the in the Daily Dispatch Newspaper .			
K2.CRS.13	Municipal Institution Development And	Administration Support And Public Amenities	1,19,26	Facilitation of sitting of governance and oversight structures meetings	Minutes, Calendar of Council and Committee Meetings	Rules and Orders of Council and Annual Calendar of meetings	Minutes of each governance structure meeting produced within the prescribed time frame	Number of days	N/A	N/A	N/A	N/A	N/A	N/A	Production of Minutes of each governance structure meeting within 2 weeks after sitting	Production and submission of minutes to the Chairperson of the meeting within 2 weeks after each meeting	Production and submission of minutes to the Chairperson of the meetings within 2 weeks after each meeting was done.	N/A	N/A	N/A
K2.CRS.14	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19,26	Facilitation of sitting of governance and oversight structures meetings	Council Resolution list	Rules and Orders of Council and Annual Calendar of meetings	Council resolutions produced within 2 weeks after each council meeting	Number of days	N/A	N/A	N/A	N/A	N/A	N/A	Produce council Resolutions within two weeks of council meeting	Production and submission of Council resolutions to the Speaker 2 weeks after each meeting	Resolutions were produced within 2 weeks after the Council of 27 January 2017 and submitted to the Manager: Admin. Support and Public Amenities Units and the Speaker of Council on 6 February 2017. Resolutions were produced within 3	N/A	N/A	N/A

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE (3) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	days after the Special Council of 24 March 2017 and submitted to the Manager: Admin. Support and Public Amenities Units and the Speaker of Council on 27 March 2017.			
K2.CRS.38	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19,26	Facilitation of sitting of governance and oversight structures meetings	Attendance registers and Report	Rules and Orders of Council and Annual Calendar of meetings	Number of reports produced on Monitoring of Scheduled Sitting of governance meetings by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Produce 4 report on Monitoring of Scheduled Sitting of governance meetings by 30 June 2017	Production of 1 report on sitting of meetings in each month for the management team meetings	3 reports on sitting of January to March 2017 meetings drawn up for MTM meetings of 10 January, 14 February and 14 March 2017. Reports reflected as item 3.1 of MTM reports	N/A	N/A	N/A
K2.CRS.15	Municipal Institution	Administration Support And Public Amenities	1,19,26	Monthly Management Team Meetings (MTM)	Minutes, attendance registers, calendar of Council and Committee Meetings	<ul style="list-style-type: none"> Annual Calendar of meetings 	Number of notices issued on MTM	Number	N/A	N/A	N/A	N/A	N/A	N/A	Issuing of 12 notices of the Management Team Meeting regarding	Issuing of management team meeting notice 1 week before the scheduled meeting	The Notice (Coretalk) of the MTM of 10 January 2017 was issued by 4	N/A	N/A	N/A

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE (3) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
															scheduled meetings		January 2017. The Notice (Coretalk) of the MTM of 14 February 2017 was issued by 3 February 2017. The Notice (Coretalk) of the MTM of 14 March 2017 was issued by 6 March 2017. The Notice (Coretalk) of the MTM of 4 April 2017 was issued by 28 March 2017.			
K2.CRS.16	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19,26	Monthly Management Team Meetings (MTM)	Minutes, attendance registers, calendar of Council and Committee Meetings	<ul style="list-style-type: none"> Annual Calendar of meetings 	Number of MTM agendae issued	Number	N/A	N/A	N/A	N/A	N/A	N/A	Preparation and consolidation of 12 MTM Agendae	Issuing of 3 MTM agendae 24 hours before the sheduled meeting. 10 January, 14 February and 14 March	Agenda was issued 24 hours before the sheduled meeting – on 9 January 2017. Agenda was issued 3 days before the sheduled meeting –	N/A	N/A	N/A

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE (3) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	on 11 February 2017. Agenda was issued 4 days before the scheduled meeting – on 11 March 2017.			
K2.CRS.17	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19,26	Monthly Management Team Meetings (MTM)	Minutes, attendance registers, calendar of Council and Committee Meetings	<ul style="list-style-type: none"> Annual Calendar of meetings 	Number of MTM minutes produced	Number	N/A	N/A	N/A	N/A	N/A	N/A	Recording and production of 12 MTM Minutes in 2016/17 financial year	Production and submission of MTM minutes to the Chairperson of the meeting	Minutes produced and submitted to the Chairperson (The MM) and the Manager: Admin. Support and Public Amenities Units on 24 January 2017 for of the Meeting of 10 January 2017. Minutes produced and submitted to the Chairperson (The MM) and the Manager: Admin. Support	N/A	N/A	N/A

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE (3) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	and Public Amenities Units on 28 February 2017 for of the Meeting of 14 February 2017. Minutues produced and submitted to the Chairperson (The MM) and the Manager: Admin. Support and Public Amenities Units on 28 March 2017 for of the Meeting of 14 March 2017.			
K2.CRS.18	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19,20,26	Facilitation of appointment of a Safety and Security Services provider	Appointment Letter and service level agreement	Municipal premises and assets requiring security services are in place	Service provider appointed by set date	Date	R7,440,000.00	R7,440,000.00	05 25 30 4910 000	N/A	N/A	N/A	Facilitation of appointment of a Safety and Security Services provider on key municipal premises by 30 June 2017.	Evaluation of the safety and security services bid.	Appointment letter issued to Khuselani Security & Risk Management (Pty) Ltd (KSA) on 3 February 2017. The Service Level	N/A	N/A	N/A

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE (3) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	Agreement (SLA) is with effect from 1 March 2017.			
K2.CRS.19	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19	Facilitation of appointment of service providers	Appointment Letter and service level agreement	Public toilets for community usage is available	Service provider appointed by set date	Date	R360 000,00	R360 000,00	05 25 30 4910 000	N/A	N/A	N/A	Appointment of service provider for Cleaning and Maintenance Services of Public Toilets (Rhino Taxi Rank, Coffee pot Taxi Rank and Maluti Taxi Rank) by 30 June 2017.	Preparation of specifications , advertisement of the bid for provision of cleaning and maintenance services.	Request for Quotations advertised on 17 February and closed on 28 February 2017. RLM Trading appointed to start with effect from 1 April 2017.	N/A	N/A	N/A
K2.CRS.23	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19,20,26	Monitoring of provision of Safety and Security services	Minutes of meetings with the Service Provider and monthly Reports of the service provider	Concluded Service level agreement with the service provider	Number of Monthly reports on the monitoring of provision of security services on key municipal premises	Number and date	R7,800,000	R7,800,000	05 25 30 4910 000	N/A	N/A	N/A	Four (4) meetings and Twelve (12) monthly reports on the Monitoring of the provision security services on key municipal premises by 30 June 2017	Holding of 1 quarterly meeting and compilation of 3 reports by the service provider by 31/03/17	3 Reports was received from Khuselani Security & Risk Management (Pty) Ltd and the quarterly meeting held on 21 February 2017.	N/A	N/A	N/A
															R7,800,000.00	R1,950,000.00	Jan 2017 R651,984.43 Feb 2017 R1,344,749.08 Mar 2017	R223,170.17	Extra security was needed during and after Staff	N/A

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE (3) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	R176,436.66		Disciplinary Hearings	
																	TOTAL R2,173,170.17			
K2.CRS.20	Municipal Institution	Administration Support And Public Amenities	ALL	Control and Monitoring of public facilities	6 Reports	Community halls and stadiums are available for public usage	Number of monthly reports	Number of reports produced	N/A	N/A	N/A	N/A	N/A	N/A	6 monthly reports on control and monitoring of public facilities	3 monthly reports by 31/03/17	3 monthly reports done by 31/03/17	N/A	N/A	N/A
K2.CRS.22	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19,26	Monitoring of Library, Museum and Auxiliary Services	12 reports and 4 meetings	Library, Museum and auxiliary facilities are in place	Number of meetings held by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	4 quarterly meetings on: Library, Museum and Auxiliary Services (Cleaning Services and Messenger/D river Services) 30 June 2017	1 quarterly report on: Library, Museum, Cleaning Services and Messenger/D river Services plus Minutes of 1 meeting by 31/03/17	1 quarterly report on: Library, Museum, Cleaning Services and Messenger /Driver Services plus Minutes of 1 meeting held on 29 March 2017 is available.	N/A	N/A	N/A

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE (3) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.21	Municipal Institution Development And Transformation	Administration Support And Public Amenities	1,19,20,26	Purchase of protective clothing	Appointment Letter	The contract of the current service provider ended in 2016	Number of staff provided with protective clothing by set date	Date	R160,000.00	R160,000.00	05 25 30 5521 000	N/A	N/A	N/A	To provide staff with necessary protective uniform by 30 June 2017	Service Provider appointed and SLA signed.	One Price issued with order (number 26605) to supply 37 Fleece Jackets for the amount of R15,540.00. <i>Appointment letter issued to Ndimeni Training & Development Services on 9/12/16 for the amount of R103,000.00. Ndimeni Training & Development Services has advised that the protective clothing should be delivered by mid-April</i>	N/A	N/A	N/A

UNIT: HUMAN RESOURCES MANAGEMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.01	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Development of staff Establishment	Reviewed staff establishment Council resolution on adoption of the reviewed staff establishment	2016/17 approved Staff Establishment	Approved staff Establishment by set date	Staff Establishment Date	N/A	N/A	N/A	N/A	N/A	N/A	Approval of a Staff Establishment by 30 June 2017	Initiation of staff establishment review by the departments Presentation of Staff establishment review proposals at Annual Municipal Strategic Planning Session	All Departments of the Municipality have provided inputs in this regard. The broader implications in respect of the organisational structure review were discussed by Management at its meetings. Council have been consulted through the strategic planning workshop held in Durban in February 2017, and when the draft budget was tabled on 24 March 2017.	None.	None.	N/A.
									Quarterly Cash flow →						None	NIL	NIL	NIL	NIL	NIL
K2.CRS.02	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Filling of budgeted and approved vacant posts	Advertisements, schedule of appointed employees and appointment letters	Budgeted for vacant posts on the staff establishment	Number of identified and approved vacant posts to be filled by 30 June 2017	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Filling of 100 budgeted and approved vacant post (2016/17) by 30 June 2017	conducting a recruitment process for a specified number of identified and approved vacant posts	There were twenty (28) new appointments during the period under review. The 28 appointed commenced working for the MLM as follows: - 7 in Jan. 2017 - 7 in Feb. 2017 - 14 in Mar. 2017 A total of eleven (11) post requisitions	None.	None.	N/A.

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	received and processed during the quarter (that includes 3 received in Dec, but delayed, due to budgetary constraints.			
									Quarterly Cash flow →						Nil	NIL	Nil	NIL	Nil	NIL
K2.CRS.03	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Training of employees and Members of Council	Training attendance registers	Training and Development Policy and WSP	Number of training programs to be rolled out by 30 June 2017	Number Date	R1 100 000.00						Twenty (20) training programs to be rolled out by 30 June 2017	Six (6) Training Programs to be implemented	The following seven (07) training interventions were coordinated in Q3 and 35 Officials benefited. - 04 - Personnel Administration Training (24 – 27/01/17) - 05 - GRAP (20 – 24/02/17) - 10 – MFMP/CPMD (06 – 10/03/17) - 09 - Customers Care Training (8 – 10/03/17). - 02 – Plumbing (20 -07/04/17) - 04 – Munsoft training (29 – 31/03/17) - 01 – ODETD.P.	None.	None.	N/A.
									Quarterly Cash flow →						R1100 000.00	R366 667.00	R440 205.00	Nil.	The amount spent for training included R283 905.00	Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																			for MFMP, which is budgeted for separately.	
K2.CRS.04	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Provision of financial study assistance for approved study programs	Approved application for financial study assistance Proof of payment	Training and development policy is in place	financial study assistance for approved study programs provided by set date	Date	R200 000.00	R200 000.00	2535 5470 000	N/A	N/A	Own revenue	Provision of financial study assistance for approved study programs by 30 June 2017	Consideration of application for financial study assistance and payment thereof upon approval	There was a total of 10 (10) employees with Study grant as at Mar 2017 (Comprised of 06 officials & 02 Cllrs from Jan 2017 & 02 from 2016).	None.	None.	N/A
									Quarterly Cash flow →						R200 000.00	R150 000.00	NIL.	Nil.	Nil.	N/A.
K2.CRS.05	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Preparation and submission of the Work Place Skills Plan to LGSETA	Approved WSP and minutes of the Training Committee	WSP Template and Training and Development budget	Approved WSP by set date	Date	N/A	N/A	N/A	N/A	N/A	N/A	Approval of WSP and Submission to Local Government SETA by 30 April 2017.	Capturing of information on the WSP template and Preparation of WSP	In preparation for submission of WSP, Draft ATR for 2016/17 have been developed, Skills Audit form has been issued to all employees to complete & submit the same by 20/03/17. Capturing of information on the WSP template has commenced as from 28/03/2017.	Nil.	Nil.	Nil
									Quarterly Cash flow →						Nil	NIL	Nil.	Nil.	Nil	NIL

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.CRS.01	Good Governance And Public Participation	Human Resource Management	N/A	Compilation and Submission of Employment Equity Report to Department of Labour (DoL)	EE Report	EE Plan	Report submitted by 15 January 2017	Date	N/A	N/A	N/A	N/A	N/A	N/A	Employment Equity Report submitted By 15 January 2017	Submission of Employment Equity Plan to the Department of Labour by 15 January 2017	EE report prepared and submitted on 14 Dec 2016. Project completed in Q2.	None.	None.	N/A.
									Quarterly Cash flow →						Nil	NIL	NIL	Nil	NIL	NIL
K5.CRS.02	Good Governance And Public Participation	Human Resource Management	N/A	Conducting of amended HR policies workshops	Workshop Attendance Register	Reviewed HR policies	Number of municipal departments that received workshops on HR Policies by set date	Number Date	R 30 000.00	R 30 000.00	2535 5180 000	N/A	Internal	Own	Workshop six (6) municipal departments on HR policies by 30 June 2017	(2) Two Municipal Departments will receive workshop on HR Policies	Coordinated policy roll out workshops to six (06) departments on 25, 26, 30 & 31 Aug; 19 & 20 and 27 & 28 Sep; 19 2016. Project completed in Q1.	None.	None.	N/A.
									Quarterly Cash flow →						30 000	10 000	NIL	NIL	Nil	NIL
K5.CRS.02	Good Governance And Public Participation	Human Resource Management	N/A	Conducting Workshops on labour relation issues (awareness workshops on labour relation legislation, collective	Attendance Registers	Labour relations policy and labour legislation	Number of municipal departments that received workshops on Labour Relations Issues by set date	Number Date	R 30 000.00	N/A	2535 5180000	N/A	Internal	Own	Workshop six (6) municipal departments on labour relations issues done by 30 June 2017	Two (2) Municipal Departments will receive workshop on Labour Relation Issues	Coordinated policy roll out workshops to six (06) departments on 25, 26, 30 & 31 Aug; 19 & 20 and 27 & 28 Sep; 19 2016. Project completed in Q1.	None.	None.	N/A.
									Quarterly Cash flow →						30 000	10000	NIL	NIL	Nil	NIL

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				agreements and decided labour law cases																
K4.CRS.01	Financial Management And Viability	Human Resource Management	N/A	4.44. Payroll input administration	Monthly payroll input register	Remuneration Policy.	Number of monthly payroll input submissions by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Twelve (12) monthly payroll input submissions to the BTO by 30 June 2017	Three (3) Payroll input submission to BTO by 31 March 2017	Three (3) Payroll input submission to BTO as at 31 March 2017.	None.	None.	N/A.
									Quarterly Cash flow →						Nil	NIL	NIL	Nil	Nil	NIL
K4.CRS.02	FINANCIAL MANAGEMENT AND VIABILITY	HUMAN RESOURCE MANAGEMENT	N/A	4.45. Leave administration	Monthly leave report	Leave management policy	Number of leave management reports by set date	Number	N/A	N/A	N/A	N/A	N/A	N/A	Twelve (12) Monthly leave management reports by 30 June 2017	Three (3) monthly leave management reports by 31 March 2017	Three (3) monthly leave management reports prepared and presented at MTM as at 31 March 2017. Leave reconciliation for Q2 was circulated to all.	None.	None.	N/A.
									Quarterly Cash flow →						Nil	NIL	NIL	Nil	NIL	NIL
K2.CRS.06	Municipal Institutional	Human Resource Management	N/A	Staff excellence recognition awards (Khanya Naledi)	List of Employees identified for receiving awards	Terms of reference for Khanya Naledi program	Staff excellence recognition awards ceremony by set date	Awards Date	R5000 000.00	R500 000.00	N/A	N/A	2535 5306 000	N/A	Host staff excellence recognition awards ceremony by 31 December	N/A	N/A	None.	None.	N/A.

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Day)											2016					
									Quarterly Cash flow →						500 000	N/A	NIL	Nil	NIL	NIL
K2.CRS.07	Municipal Institutional Transformation And	Human Resource Management	N/A	Conducting of employee wellness programs	Attendance register, memo informing all the relevant departments	Appointed service provider and OHS Policy	Number of safety and wellness programs rolled out by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Four (4) educational awareness sessions on safety and wellness for employees by 30 June 2017.	one educational awareness session on safety and wellness for employees	One awareness session held on 16 Feb 2017	None.	None.	N/A.
									Quarterly Cash flow →						Nil	NIL	Nil	Nil	Nil	Nil.
K2.CRS.08	Municipal Institutional Transformation And	Human Resource Management		Monitoring of Employee Health and Safety issues	Minutes of OHS Committee	OHS policy and protective clothing and equipment	Number of OHS Committee meetings by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	four (4) OHS Committee meetings by 30 June 2017	one (1) OHS Committee meeting	One (1) OHS Committee meeting held on 09 March 2017.	None.	None.	N/A.
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil.
K2.CRS.09	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Conduct OHS and wellness day events	Attendance registers and medical tests results report	Employee health and safety, workplace HIV/AIDS and EAWP policies in place	Number of wellness program events conducted by set date	Number Date	R450 000.00	R 450 000.00	2535 5306 000				Conduct two (2) wellness programs events by 30 June 2017	Conduct one wellness day programs	One Wellness day event was conducted by the 17 March 2017.	None.	None.	N/A.
									Quarterly Cash flow →						R 450 000.00	R 2000 000.00	R131 433.52	Nil.	Nil.	Nil.
K2.CRS.10	Municipal	Human Resource Management	N/A	Signing of Performance Plans	Schedule of Signed Plans	IPMS Policy	Signed performance plans	Signed Plans	N/A	N/A	N/A	N/A	N/A	N/A	Signing of Performance Plans	Signed Performance Plans for Task	At total of 124 have signed performance plans.	None.	None.	N/A.

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				for Task Grade 14 – 07 Employees			for Task Grade 14-07 employees by set date	Date							for Task Grade 14-07 employees by March 2017	Grade 14-07 employees by 31 March 2017	Awareness session for the newly employed employees and a refresher to other employees on TASK Grade 14 – 07, was conducted on 22 March 2017.			
									Quarterly Cash flow →						Nil	NIL	NIL	NIL	Nil	NIL
K2.CRS.11	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Quarterly performance Review for Task Grade 14 – 07 Employees	Signed Schedules and Quarterly Performance Reviews	Mid-year and Annual Performance Assessments for 2015/16 FY	Number of quarterly performance reviews	Number	N/A	N/A	N/A	N/A	N/A	N/A	Quarterly performance reviews for Task Grade 14-07 employees by 30 June 2017	1 Quarterly performance reviews for Task Grade 14-07 employees	Quarterly (Mid – term) performance reviews for Task Grade 14-07 employees commenced on 23/03/17. Employees from Corporate Services and Budget & Treasury (Some) have been assessed on 23, 27, 28 and 29 March 2017.	Reviews are overlapping to Q4 (are scheduled to take place until 11/04/17.	Due to number of employee, reviews are overlapping to Q4 (are scheduled to take place until 11/04/17.	N/A.
									Quarterly Cash flow →						Nil	NIL	NIL	Nil	NIL	NIL
K3.CRS.01	Local Economic Development	Human Resource Management	N/A	Capacity building of unemployed youth	Signed learnership/apprenticeship contracts	Training and Development Policy and WSP	Number of programmes for unemployed youth offered by set date	Number Date	R300 000.00	R300 000.00	2535 5190 000	N/A	N/A	Own revenue	Offer Learnership /apprenticeship programmes to unemployed youth in	Implementation of the project	Learnership for 35 learners underway. Five learners are under apprenticeship programme (Electrical). Four learners have been allocated MLM by ANDM (2 for	None.	None.	N/A.

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
															the municipality by 30 June 2017		Project Management & 2 for business admin).			
									Quarterly Cash flow →						R300 000	R75,000.00	NIL	NIL	Nil	NIL

UNIT: INFORMATION AND COMMUNICATION TECHNOLOGY

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.CRS.04	Good Governance and Public Participation	Information and Communication Technology	N/A	Implementation of Municipal Corporate Governance of ICT Policy Framework: Phase 2	Drafts of all documents Agenda and attendance registers and Council resolution	ICT General Control Policy Framework in place	Number of approved ICT governance framework by 30 June 2017	Number Date	N/A	N/A	N/A	N/A	N/A	OPERATIONAL	To have four (4) ICT Governance Policy Framework documents adopted by 30 June 2017	Departmental Consultation four (4) ICT Governance Policy Framework documents Presentation on four (4) ICT Governance Policy Framework documents	Four ICT Governance policy documents were presented during departmental (30-31/01/2017) and Council (04-08/02/2017) Strategic Planning session	N/A	N/A	N/A
									Quarterly Cash flow →						N/A	N/A	N/A			
K5.CRS.05	Good Governance and Public Participation	Information and Communication Technology		Review of File Plan, Registry, records and archive policy	Drafts of all documents Agenda and attendance registers and Council resolution	File plan is in place	Number of approved policies by 30 June 2017	Number Date	N/A	N/A	N/A	N/A	N/A	OPERATIONAL	Review of File Plan, Registry, records and archive policy and adoption thereof by 30 June 2017	Presentations of the Policies	Records Management and archive policy was presented during departmental (30-31/01/2017) and Council (04-08/02/2017) Strategic Planning session, The File Plan review status was reported	N/A	N/A	N/A
									Quarterly Cash flow						N/A	N/A	N/A			
K5.CRS.06	Good Governance and Public Participation	Information and Communication Technology	N/A	Facilitating sitting of ICT Steering Committee	Attendance registers Signed minutes of the meeting	Established ICT Steering Committee	4 Steering Committee meetings by 30 June 2017	Number Date	N/A	N/A	N/A	N/A	N/A	OPERATIONAL	To have 4 ICT Steering Committee sitting according to schedule by 30 June 2017	Hold two (2) ICT Steering meeting as per calendar of meetings	The two ICT Steering Committee Meeting were not held	ICT Steering Committee did not sit according to schedule	Unavailability of members	The ICT Steering Committee agenda be tabled during MTM, Or ICT Agenda be tabled in every GMT
									Quarterly Cash flow →						N/A	N/A	N/A			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.24	Municipal Institution Development And Transformation	Information And Communication Technology	N/A	Maintaining installation of Virtual Private Network (VPN) client to all Municipal laptops	Signed installation register System log report detailing users that can connect through VPN client	Virtual Private Network (VPN) is in place	Number of laptops configured to connect to municipal VPN through VPN Client	Number Date	R1 396 000.00	R564 000.00	52540 491000	N/A	N/A	Operational	To have VPN client installed to 72 municipal laptops by 30 June 2017	Quarterly report of newly connected users	All four (4) newly bought laptops were installed with VPN client to enable user to connect to municipality resources while out of office	N/A	N/A	N/A
									Quarterly Cash flow						N/A	N/A	N/A			
K2.CRS.27	Municipal Institution Development And Transformation	Information And Communication Technology	N/A	Establishment of Municipal Intranet and extranet service	ToR for Intranet and Extranet, Advertisement for the bid, Appointment letter of the Implementer Prototypes of intranet and extranet Attendance register for workshop on intranet and extranet	Document sharing is made through emails Microsoft SharePoint Software is in place	Establishment of intranet and extranet by set date	Percentage Date	R510 000.00	R200 000.00	N/A	802540 5750 004	N/A	Capital	Establishment of Municipal Intranet and extranet service by 30 June 2017	Preparation of ToR for both intranet and extranet And presentation of ToRs to the BSC	The ToRs for intranet and extranet are prepared ToR are not presented in BSC as the project cost is estimated at > R200 000	N/A	N/A	N/A
									Quarterly Cash flow →						R200 000	N/A	N/A			



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.28	Municipal Institutional Transformation And Development	Information And Communication Technology	N/A	Installation of optical Fibre Link between Civic Centre Offices and Public Safety Offices	ToRs Advertisements of the bid Appointment letter of the implementer Close-out report	There is VPN connection to Traffic Offices	Traffic Offices connected to ICT Infrastructure through optical underground Fibre cable by set date	Date	R480 000.00	R480 000.00	N/A	802540 5750 004	N/A	Capital	To have Traffic Offices connected to ICT Infrastructure through optical underground Fibre cable by 30 June 2017	Appointment of Implementer Installation and configuration	The implementer was appointed, The installation and configuration performed The testing and commissioning done The project is completed	N/A	N/A	N/A
									Quarterly Cash flow →						N/A	R200 000	R480000			
K2.CRS.29	Municipal Institutional Transformation And Development	Information And Communication Technology	N/A	Provision of Surveillance Cameras in all Municipal properties	ToR for surveillance Camera Systems logs showing Connections and configurations of Surveillance Cameras to central storage	Surveillance Cameras are isolated in offices	Surveillance Cameras and surveillance data storage in the server room provided by set date	Date	R504 000.00	R504 000.00	N/A	802540 5750 004	N/A	Capital	To have functional Surveillance Cameras and reliable surveillance data storage in the server room by 30 June 2017	Presentation of ToRs to the BSC Advertisement of the bid Appointment of Service Provider	The ToR were presented , Advertisement of the bid was published and the advertisement has closed	Service Provider not appointed	The appointment is not done as yet	The bid is under SCM processes
									Quarterly Cash flow						N/A	N/A				
K2.CRS.30	Municipal Institutional Transformation And Development	Information And Communication Technology	N/A	Establishment of full functional helpdesk through Service Manager System	ToRs for Service Manager configurations Advertisements of the Bid Monthly reports	Incident Management Policy is in place	Functional help desk Service by set date	Date	R300 000.00	R190 000.00	N/A	52540 465000	N/A	Operational	To maintain a fully functional help desk through Service Manager System by 30 June 2017	Integration of Service Manager System to Revenue Management System (Netvendor) Presentation of detailed monthly ICT incident reports Testing and commissioning of Service Manager System Presentation of detailed monthly ICT incident reports	Testing and commissioning of service manager system, Project completed - phase 1. Incident reports from fourth quarter shall be managed through service manager The detailed monthly reports on incidents Management for the	Service Manager not integrate to Netvendor revenue Management System	The Integration form part of scope of work for phase two (which is not budgeted for in 2016/17 FY)	System Center: System Manager integration with Nedvendor be budgeted for in 2017/18 FY



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET						
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE	
																	quarter is provide in section C				
									Quarterly Cash flow →						N/A	R190 000	N/A				
K2.CRS.31	Municipal Institutional Transformation And Information And Communication Technology	N/A	Conducting monthly firewall and domain controller audit log	Monthly Firewall and domain controller audit logs	ICT Security in place	Number of monthly on review of Firewall and domain controller audit logs by set date	Number Date	N/A	N/A	N/A	N/A	N/A	OPERATIONAL	12 Monthly reports on review of Firewall and domain controller audit logs by 30 June 2017	Presentation of detailed 3 monthly reports on review of Firewall and domain controller audit logs incident	The firewall reviews had been performed for months of January, February and March Details of review are provided in section C	N/A	N/A	N/A		
								Quarterly Cash flow →						N/A	N/A						
K2.CRS.32	Municipal Institutional Transformation And Development	Information And Communication Technology		Development of workflows within Data Stor Proof of upgraded Software Workflow prototype Attendance register for workshop	Data Stor system is in place	Configured Data Stor and number of workflows within data stor by set date	date	R50 000.00	R50 000.00	52540 519000	N/A	N/A	Operational	To upgrade Data Stor version and configure three (3) workflows by 30 June 2017	Upgrade Data Stor to new version Consult with all departments on processes within workflows to be configured	Consultated and schedule meeting with Metrofile on 31 January and 28 March 2017, all those meetings were not successful as metrofile representative cancelled due to other commitments Workflows identified are- 1. Filing of SnT 2. Distributing of memorandums 3. Continuous electronic filing of documents and correspondence s	The upgrade of DataStor never happened The consultation of departments for workflow to be configured never happened	Unavailability of metrofie consultants on the proposed dates	A letter be written to Metrofile to schedule activities between April and June to achieve the objective		



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow →						N/A	N/A				
K2.CRS.33	Municipal Institutional Transformation	Information And Communication Technology	Good governance and public participation	provision of Mobile phones and Data Cards	Proof of advertisement Proof of appointment Proof lines migration Signed SLA	Cellular phone and mobile Data Card is in policy is in place	Provide Cellular phones and mobile Data Cards provided to municipal officials by set date	Date	R2 005 000.00	R805 000.00	52540 552000	N/A	N/A	Operational	To provide contracted cellular phones and mobile Data Cards for municipal officials by 31 December 2017	detailed report on usage of cellular phones and mobile data cards	All municipality cellular phones have been in operation except on line belong to Manager: Budget and Financial Planning and the of Manager: Communications and SPU There were new additional lines for newly appointed Task Grade 14 employees in January and February Upgrades for Coordinators and other officials (February) Expenditure and incidents reports are detailed in Section C	N/A	N/A	N/A
									Quarterly Cash flow →						R805 000	R325 000				
K2.CRS.34	Municipal Institutional Transformation	Information And Communication Technology		Continued provision of telephone system	Copy of SLA Proof of payments	Access to telephone management policy is in place	Number of reports on provision of telephone access and management by set date	Number Date	R2 005 000.00	R1 200 000.00	52540 552000	N/A	N/A	Operational	To provide 12 reports on provision of telephone access and management to members of staff by 30 June 2017	Presentation of 3 detailed reports on access and usage of telephones lines	The telephone provision has 100% uptime in the months of January, February and March One additional line to Swimming Pool was provided in March Expenditure details provided in Section C	N/A	N/A	N/A



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						R1 200 000	R201 000				
K2.CRS.35	Municipal Institutional Transformation	Information And Communication Technology	Good governance and public participation	Provision of laptops to members of council	ToRs Appointment letter Signed acceptance of laptop form by members of council	Provision of tools of trade to members of council	Number of laptops provided to member of council by set date	Number Date	R1 396 000.00	R261 000.00	52540 491000	N/A	N/A	Operational	To provide 61 laptops to members of council by 30 September 2016	3 monthly reports and payments for for laptops	One (1) laptop of Member of Council was exchanged with that of an Official in the month of January In February and March no member of council reported anything based on laptops Expenditure on laptops detailed in section C	N/A	N/A	N/A
									Quarterly Cash flow →						R261 000	R87 000				
K2. CRS.37	Municipal Institution Development And	Information And Communication Technology	Good governance and public participation	Facilitation of website hosting services	Monthly reports on website availability Proof of payment for hosting website services	Service Level Agreement is in place for website hosting	Number of monthly report on provision and monitoring of website availability by set date	Number Date	R1 396 000.00	R60 000.00	52540 491000		N/A	Operational	To provide 12 monthly reports on provision and monitoring of website availability by 30 June 2017	Presentation of 3 monthly reports on detailed audit logs to ensure municipal website availability	The Matatiele Local Municipality has never gone down in the months of January, February and March 2017 Extract report from the server is provided in section C	N/A	N/A	N/A
									Quarterly Cash flow →						R 60 000	R15 000				
K2.CRS.26	Municipal Institution Development And	Information And Communication Technology	N/A	Internet speed for municipal offices	Contract SLA Proof of payments	Telkom 2mbps line for internet	Configure internet services through microwave for municipal offices by	Date	R1 396 000.00	R60 000.00	52540 491000	N/A	N/A	Operational	Provision of 10Mbps internet services through microwave for municipal offices by 30	N/A	N/A	N/A	N/A	N/A



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
							set date								June 2017					
									Quarterly Cash flow →						R60 000.00	Nil	Nil	Nil	Nil	Nil
K2.CRS.25	Municipal Institution Development And Information And Communication Technology	N/A		Maintenance of VPN connection to all other municipal sites	Contract SLA Proof of payments	Contract and Service Level Agreement with Telkom are in place	Continued provision VPN computer network throughout all municipal office	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	To provide 12 monthly reports on VPN computer network to all office by 30 June 2017	Presentation of 3 Detailed reports on VPN computer network availability to municipal sites	All our remote site (Maluti, Cedarville, Electricity, Stores and Traffic have had 99.9% uptime as during the quarter; Details provided in section C	N/A	N/A	N/A
									Quarterly Cash flow →						R564 000	R141 000				
K5.CRS.07	Good governance and public participation	Information and Communication Technology	Good governance and public participation	Submission of invoices within three (3) days of receipt	Monthly report Copy of submitted invoices	Obligation to pay invoices within 30 days	Prompt processing of invoices within 30 days	Number Date	N/A	N/A	N/A	N/A	N/A	Operational	To provide 12 monthly reports on submission of all invoices within three (3) days upon date of receipt by 30 June 2017	Presentation of 3 monthly reports on submission of Invoices	Invoices received and submitted within three (3) days of receipt We have Guard book to that effect	N/A	N/A	N/A
									Quarterly Cash flow →						N/A	N/A				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.36	Municipal Institution Development And Transformation Information And Communication Technology	Good governance and public participation		Facilitation on ICT Skills	Quarterly report Training attendance register Training competency certificate	Obligation to address skill gap in ICT Unit to meet business needs	Number of ICT training programs offered by set date	Number Date	N/A	N/A	N/A	N/A	N/A	Operational	To have ICT personnel trained on 3 ICT training programs by 30 June 2017	To have (1) ICT training program rolled out	One (2) ICT skills training program were attended (1) Systems Centre- Service Manager (27/28-March 2017 (2) MunSoft Administrator and simulation (29-31 March 2017)	N/A	N/A	N/A
									Quarterly Cash flow →						N/A	N/A				



ECONOMIC DEVELOPMENT AND PLANNING DEPARTMENT

UNIT: DEVELOPMENT PLANNING

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K6.EDP.01	SPATIAL CONSIDERATIONS	Development Planning	Ward 26	6.1. Planning & Survey - Cedarville Middle Income township.	Storm-water Management Plan, Approval letter for Township establishment and Approved Township Register	2014 SDF.	Opened Township Register by set date.	Date	R200 000.00	R200 000.00	05 3510 5530 000	N/A	N/A	CRR	Cedarville Residential Middle Income Township Establishment approved by 30 June 2017	Township submitted to MPT by 30 March 2017	Legal Opinion obtained on gazetting of Tribal Members	Tribunal member not gazetted	Members not gazetted	Gazette members as per legal opinion
									Quarterly Cash flow →							R100 000.00				
K6.EDP.02	SPATIAL CONSIDERATIONS	Development Planning	Ward 19,20	6.2. Planning & Survey – Matatiele Middle Income township (Opp Area C).	Appointment letter, Township layout, ROD and Council Resolution for Adopted Township layout	2014 SDF.	Township layout adopted by set date.	Date	R150 000.00	R150 000.00	05 3510 5530 000	N/A	N/A	CRR	Matatiele Residential Middle Income Township layout adopted by Council by 30 June 2017	Preliminary surveys and Draft Township layout completed 30 March 2017	Preliminary surveys conducted			
									Quarterly Cash flow →						R150 000.00	R100 000.00				
K6.EDP.03	SPATIAL CONSIDERATIONS	Development Planning	Ward 1, 19,20 and 26	6.3. Planning & Survey – Maluti, Cedarville and Matatiele	Appointment letter, Township layout, ROD and Council Resolution for Adopted Township	2014 SDF.	Township layout adopted by set date.	Date	R300 000.00	R300 000.00	05 3510 5530 000	N/A	N/A	CRR	Maluti, Cedarville and Matatiele Commercial Township layout adopted by Council by 30 June 2017	Appointment of Service Provider by 30 March 2017	Service provider appointed and preliminary surveys completed			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Commercial township	layout				Quarterly Cash flow →						R300 000.00	nil				
K5.EDP.10	Governance and Public Participation	Development Planning	Ward 26	Updated Land Audit and GIS Data Set	Appointment letter, Situational analysis, Updated Land Audit and GIS Data set and closure report	2013 Matatiele Land Audit and GIS	Updated Land Audit and GIS Data set by set date	Date	R200 000.00	R200 000.00	05 3510 5190 000	N/A	N/A	CRR	Updated Land Audit and GIS Data Set by 30 June 2017	Data Collection completed by 30 March 2017	Data Collection completed			
									Quarterly Cash flow →						R200 000.00	R50 000.00				
K4.EDP.01	Municipal financial viability	Development Planning	Ward 1,19,20 and 26	4.46. Surveying and evaluation of 50 municipal land parcels for disposal	Appointment letter, SG diagrams and evaluation certificates	Council Resolution for disposal of Municipal land	Number of Surveyed and valued land parcels by set date.	Date	R300 000.00	R300 000.00	05 3510 5190 000	N/A	N/A	CRR	Surveyed and evaluated 50 municipal land parcels for disposal by 30 June 2017	Approved consent for subdivision applications by 30 March 2017	Consent approved			
									Quarterly Cash flow →						R300 000.00	R50 000.00				
K6.EDP.04	SPATIAL CONSIDERATIONS	Development Planning	All	6.4. Processing of rezoning applications within 60 days	Stamped application, minutes of DAAF/circulation report and Application Register	60 day turnaround time	Number of days (Turnaround time) for processing applications	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Processing rezoning applications within 60 days	Processing of rezoning applications within 60 days	No new application received			
									Quarterly Cash flow →						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K6.EDP.05	SPATIAL CONSIDERATIONS	Development Planning	All	6.5. Processing of subdivision applications within 60 days	Stamped application, minutes of DAAF/circulation report and Application Register	60 day turnaround time	Number of days (Turnaround time) for approval of Subdivision applications	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Processing of subdivision applications within 60 days	Processing of subdivision applications within 60 days	3 applications being processed			
									Quarterly Cash flow →						Nil	Nil				
K6.EDP.06	SPATIAL CONSIDERATIONS	Development Planning	All	6.6. Processing of special consent use applications within 60 days	Stamped application, minutes of DAAF/circulation report and Application Register	60 day turnaround time	Number of days (Turnaround time) for approval of special consent applications	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Processing of special consent use applications within 60 days	Processing of special consent use applications within 60 days	2 application under process			
									Quarterly Cash flow →						Nil	Nil				
K6.EDP.07	SPATIAL CONSIDERATIONS	Development Planning	All	Serving of compliance notices within one week of identification.	Inspection report, copy of notices and Register	Conducted site inspections, LUMS By-Law, Town Planning Scheme	Number of days (Turnaround time) to issue notices.	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Compliance notices served within one week of identification	Compliance notices served within one week of identification	1 notice processed within 3 days in Cedarville			
									Quarterly Cash flow →						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K6.EDP.09	SPATIAL CONSIDERATIONS	Development Planning	1	6.7. Maluti Land Tenure Upgrading – Land Donation	Correspondences with the relevant department and letter of approval of land donation of Maluti Township	Deed of grants	Approved land donation by set date	Date	N/A	N/A	N/A	N/A	N/A	Operational	Maluti Land Donation approved by June 2017	Co-ordination of Maluti Land Donation process to Province	A discussion was held on the 19 th January 2017 for the facilitation of Maluti Land donation by the Department of Public Works			
									Quarterly Cash flow →						Nil	Nil				
K6.EDP.08	SPATIAL CONSIDERATIONS	Land Administration	All	6.8. Processing of municipal land disposal applications within 60 days	Stamped application, minutes of Asset Disposal Forum and Application Register	60 day turnaround time	Number of days (Turnaround time) for approval of special consent applications	Number	N/A	N/A	N/A	N/A	N/A	Operational	Processing of municipal land disposal applications within 60 days	Processing of municipal land disposal applications within 60 days	4 applications were received and processed within average turnaround time of 20 days.			
									Quarterly Cash flow →						Nil	Nil				
K5.EDP.09	Good Governance and Public Development Planning		All	.Seating of 4 meetings for Asset Disposal Forum	Minutes of the Asset Disposal Committee	Land Sale Applications	Number of meetings held	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Seating of 4 meetings for Asset Disposal Forum	3 rd meeting held by 30 March 2017	Meeting was held on the 10 th March 2017			
									Quarterly Cash flow →						Nil	Nil				
K6.EDP.07	SPATIAL CONSIDERATIONS	Development Planning	19, 20, 26	Management of Outdoor advertising	Inspection report, copy of notices and Register	Outdoor advertising signage By-Law in Place	Number of days (Turnaround time) to approve applications	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Compliance notices served within 7 days of identification	Serving of compliance notices within one week of identification	Illegal signs identified but owners could not be identified for serving notices			
									Quarterly Cash flow →						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K6.EDP.10	SPATIAL CONSIDERATIONS	Development Planning	All	6.9. Processing of outdoor advertising applications within 60 days	Register of applications and minutes of Development Application Approval Forum	30 day turnaround time	Number of days (Turnaround time) for approval of Subdivision applications	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Processing of outdoor advertising applications within 60 days	Processing of outdoor advertising Applications within 60 days	1 application received and forwarded to Directosigns for processing and approval			
									Quarterly Cash flow →						Nil	Nil				

UNIT: INTEGRATED DEVELOPMENT AND PLANNING

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.EDP.01	Good Governance And Public Participation	IDP	N/A	IDP/Budget Process Plan	Council resolution Process plan document public notice	2016/17 adopted process plan	Adopted IDP process plan by set date	Date	R 800 000.00	R8 000.00	0520255120000	N/A	N/A	Equitable Share	Development of the 2017/2022 IDP process Plan by 31 August 2016	N/A				
									Quarterly Cash flow →						R8 000.00	N/A				
K5.EDP.02	Good Governance	IDP	N/A	IDP Rep forums and steering	Attendance registers	Meeting as per the adopted	Number of meeting	Date	R1785 000.00	R20 000.00	051035518 0000000	N/A	N/A	Equitable Share	Conduct 4 IDP representative forums and steering	3 rd IDP REP forum and steering	3 rd IDP Steering committee and Rep forum meetings were	n/a	n/a	n/a

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				committee meetings	Invitation letters to stakeholders	process plan	held by set date								committee meetings by 30 June 2017	committee meeting	Held on 13 March 2017			
				Public notice					Quarterly Cash flow →						R20 000.00	R5 000.00	R1982.00			
K5.EDP.03	Good Governance And Public Participation	IDP	N/A	Situational analysis	Report Council resolution	Ward based plans	Report presented to council by set date	date	R1785 000.00	R50 000.00	05103551800000	N/A	N/A	Equitable Share	Develop situational analysis (Status quo) report by 27 January 2017	N/A				
									Quarterly Cash flow →						R47 000.00	N/A				
K5.EDP.04	Good Governance And Public Participation	IDP	N/A	IDP / Budget outreach programs	Reports, attendance registers, public notice	Outreach as per the adopted process plan	Number of outreaches held by set date	number	R1785 000.00	R468 000.00	05103551800000	N/A	N/A	Equitable Share	Conduct 2 community outreaches by 30 May 2017	IDP/Budget outreach: Presentation of programs and projects	The IDP/ budget outreach is set for 10- 13 on the adopted process plan.	N/A	N/A	N/A
									Quarterly Cash flow →						R468 000.00	R234 000.00				
K5.EDP.05	Good Governance And Public Participation	IDP	N/A	Strategic planning session and orientation workshop for councillors	Strat plan report.	Session as per the adopted process plan	strategic planning session and workshop held by set date	date	R1785 000.00	R1 200 000.00	05103551800000	N/A	N/A	Equitable Share	Facilitate the strategic planning session and orientation workshop for councillors by 28 February 2017	Council strategic planning session	Strategic planning session was held from the 5 th to 9 th February 2017, at the Marriot Protea Hotel, Umhlanga.	n/a	n/a	n/a
									Quarterly Cash flow →						R1 200 000.00	R6000 000.00	R890 921. 52			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.EDP.06	Good Governance And Public Participation	IDP	N/A	Public notices	public notice on newspaper, website & notice boards	Notices as per the process plan	Number of public notices made by set date	Number	R 800 000.00	R8 000.00	0520255120000	N/A	N/A	Equitable Share	9 public notices as per the adopted IDP process plan by 30 June 2017	<ul style="list-style-type: none"> Notice: 3rd IDP REP forum & steering committee meeting Notice: draft IDP for comments 	Notice drafted	No public notice done on paper for the 3 rd representative forum.	The dates for the meeting was to be reviewed hence could not be publicized	n/a
									Quarterly Cash flow →						R37 000.00	R6 000.00				
K5.EDP.07	Good Governance And Public Participation	IDP	N/A	Tabling and adoption of the IDP	Council resolution Public notice IDP document	2016/17 IDP review	IDP document adopted by set date	Date	R200 000.00	R200 000.00	05103553700	N/A	N/A	Equitable Share	Tabling and adoption of the 2017/22 IDP 31 May 2017	Tabling of the draft 2017/22 IDP to council by 31 March	Draft 2017/22 IDP Tabled to council on 24 March 2017	N/A	N/A	N/A
									Quarterly Cash flow →						R200 000.00	N/A	N/A	N/A	N/A	N/A
K5.EDP.08	Good Governance And Public Participation	IDP	N/A	IDP workshop for ward committees and ward support assistants.	Attendance register, Presentations on workshop	260 ward committees and 26 ward support assistants	Number of people attended workshop by set date	number	R1785 000.00	R100 000.00	05103551800000	N/A	N/A	Equitable Share	Facilitate an IDP workshop for all ward committees and ward support assistants by 30 June 2017	Conduct Workshop for ward committees and ward support assistants	Arrangements on dates suitable for meeting	No ward committees were trained as planned	Due to other programmers, a suitable date could not be arranged for all ward committees	N/A
									Quarterly Cash flow →						R50 000.00	N/A				

UNIT: LOCAL ECONOMIC DEVELOPMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K3.EDP.01	Local Economic Development	Led -Tourism	ALL WARDS	Destination Marketing	New Tourism Brochure	Old Tourism brochure	Reviewed Tourism brochure by set date	Date	R3 175 000.00	R100 000.00	0501355400000	N/A	N/A	Equitable Share	Review and re design of tourism brochure by 30 June 2017	Service provider appointed	Specification was developed ,and advert to appoint a service provider issued	Service provider not appointed	The advert was issued, but there was no response from service providers	Service provider to be appointed in the fourth quarter
									Quarterly Cash flow →						R 100 000	R 50 000				
K3.EDP.02	Local Economic Development	Led - Tourism	ALL WARDS	Music Festival (ECPTB & MDTP)	Close out report, service level agreements,	5 th Matatiele Music Festival hosted	Music Festival held by set date	Date	R3 175 000.00 + R400 000.00	R2 000 000.00	0501353480081	N/A	N/A	Equitable Share & Grant	Host the 6 th Matatiele Music Festival by 31 December 2016	Close out report submitted to council	Closeout report drafted	Closeout report not submitted to council	There are still outstanding issues with Matatiele Music Festival	The close out report will be submitted to Council in the fourth quarter
									Quarterly Cash flow →						R 2 400 000	Nil				
K3.EDP.03	Local Economic Development	Led- Tourism	ALL WARDS	Tourism Month events (Tourism month celebration , Mehlooding heritage and Ced-Matat heritage race)	Reports, pictures, invoices	Annual Tourism Events	Number of events held by set date	number	R440 000.00	R440 000.00	0501355400000	N/A	N/A	Equitable Share	To host tourism month celebration, Mehlooding heritage, Ced-Matat heritage race and Matat Fees events by 30 September 2016	Closeout reports	Closeout report Completed	N/A	N/A	N/A
														Closeout reports		Closeout report Completed	N/A	N/A	N/A	
														Closeout reports		Closeout report Completed	N/A	N/A	N/A	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																Closeout reports	Closeout report Completed	N/A	N/A	N/A
									Quarterly Cash flow →						R 440 000.00	N/A	NIL	NIL	NIL	NIL
K3.EDP.04	Local Economic Development	Led- Tourism	ALL	Support for tourism product owners/ Tourism Indaba	Invoices, reports and pictures	Annual showcase at tourism indaba	Number of Tourism product owners marketing in the event	number	R330 000.00	R100 000.00	05013551800000	N/A	N/A	Equitable Share	Support two Tourism product owners to showcase products at the Tourism Indaba by 30 June 2017	Booking, accommodation for Tourism indaba Secure and pay accreditation	Booking accommodation for tourism indaba done Accreditation done	N/A	N/A	N/A
									Quarterly Cash flow →						R 100 000	R80 000.00		NIL	NIL	NIL
K3.EDP.05	Local Economic Development	Led- Tourism	ALL	Local tourism Organization	Minutes of meetings, reports	Workshop held for roles and responsibilities of the municipality and the private sector	Date of establishment	date	R3 175 000.00	R15 000.00	0501355400000	N/A	N/A	Equitable Share	To host four quarterly meetings for Tourism Development and destination marketing of Matatiele by 30 June 2017	To host a quarterly meeting for Tourism Development and destination marketing of Matatiele	Local Tourism Organisation, tourism development meeting was held on the 16 March 2017	N/A	N/A	N/A
									Quarterly Cash flow →						R15 000.00	N/A	R 2276.00	N/A	N/A	N/A
K3.EDP.06	Local Economic Development	Led -SMME Support	ALL WARDS	SMME Support/Skills Development	Attendance Register, Modules/ study Guide	Forty Cooperatives trained in Financial Management and Bookkeeping	Number of Cooperatives trained by June 2017	Number	R3 175 000.00	R350 000.00	0501355400000	N/A	N/A	Equitable Share	To train 40 SMMEs and Co-operatives by 30 June 2017	15 Cooperatives trained in Project Management	19 Co-operatives were trained in Project Management from 14-16 March 2017	N/A	N/A	N/A
									Quarterly Cash flow →						R350 000.00	R350 000.00	NIL	NIL	NIL	NIL

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K3.EDP.07	Local Economic Development	Led - SMME Support	ALL WARDS	SMME/C OOP Enterprise Funding Support	Attendance Registers Montly reports Proof of Payments	Database available for Co-operative s and SMMEs	Funding support done to SMMEs and Cooperati ves by set date	Number	R3 175 000.00	R300 000.00	0501355400000	N/A	N/A	Equitable Share	Funding support to eight local SMMEs and Cooperatives done by 30 June 2017	Evaluation of the bid for the SMMEs and Cooperatives done	Evaluation of SMME/ Co-operative funding Support done on the 24 January 2017	N/A	N/A	N/A
									Quarterly Cash flow →						R300 000.00	R300 000.00				
K3.EDP.08	Local Economic Development	Led -Smme	ALL WARDS	Processing of Business licenses	Signed application forms, Signed letters of acknowledgement	Existing data for operating businesse s	% Issued licenses within the turnaroun d time	Percent age	N/A	N/A	N/A	N/A	N/A	Operational	Issue 100% of business licenses within 21 days	100% business licenses issued within 21 days	Notices issued to business owners of the 27 February 2017 Four business licences issued within 21 days on the 20 March 2017	N/A	N/A	N/A
									Quarterly Cash flow →						N/A	N/A	N/A			
K3.EDP.09	Local Economic Development	Led -Agriculture Led -Smme Support	ALL WARDS	Constructi on of Matatiele Poultry Abattoir	Attendance register, Photos	Commerc ial and Emerging farmers producin g poultry in place	Plans developed by set date	Date	R 2800 000.00	R2800.000.00	N/A	8001355751060	N/A	CRR	Feasibility study & Development of business plans of poultry abattoir by 30 June 2017	Fencing of the site and EIA done	Feasibility study and business plan for poultry abattoir done	Fencing of the site and EIA not done	The land that is allocated for poultry abattoir is not evaluated	EIA for poultry abattoir to be done in the next quarter
									Quarterly Cash Flow →						R 1 6500 000	R 2 800 000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K3.EDP.10	Local Economic Development	Led- Forestry	ALL WARD	Support four communal Forestry Cooperatives	Attendance Register Proof of payment	Licenses for afforestation in ward	Four Forestry enterprises/ Co-operatives funded by set date	number	R3 175 000.00	R150 000.00	0501355400000	N/A	N/A	Equitable Share	Four Forestry enterprises/ Co-operatives funded d by 30 by June 2017	Evaluation of forestry Cooperatives applications done	Evaluation of forestry funding Support done on the 24 January 2017 One application received	N/A	N/A	N/A
									Quarterly Cash Flow →						R150 000.00	R150 000.00	N/A			
K5.EDP.11	Good Governance And Public Participation	Led: Pound Management	ALL WARDS	5.84. Awareness campaigns on animal and stock control	Attendance registers.	Bylaws in place	Number of programmes conducted by set date	number	R330 000.00	R4000.00	05013551800000	N/A	N/A	Equitable Share	Conduct 8 awareness programmes on animal & stock control by 30 June 2017	2 campaigns in ward 26 and 3	Two awareness campaigns held in ward 26 and 3	N/A	N/A	N/A
									Quarterly Cash Flow →						R4000.00	R3000.00	NIL	NIL	NIL	NIL
K5.EDP.12	GOOD GOVERNANCE AND LED: POUND MANAGEMENT	LED: POUND MANAGEMENT	ALL WARD	Pound management Policy	Council support	Bylaws in place	Adopted policy by set date	date	R330 000.00	R4000.00	05013551800000	N/A	N/A	Equitable Share	Development of pound management policy by 30 January 2017	Draft pound management policy completed	Draft pound policy completed	N/A	N/A	N/A
									Quarterly Cash Flow →						R4000.00	R2000.00	N/A			
K3.EDP.11	Local Economic Development	LED – STAKEHOLDER RELATIONS	ALL WARDS	Establish an Led Forum /LAT	Minutes/ Attendance register	Local Action Team meetings held in 2015/16	Number of LAT meetings held by June 2017	Number	R330 000.00	R10 000.00	05013551800000	N/A	N/A	Equitable Share	Four LAT meetings held by 30 June 2017	1 Meeting held	Local Action Team meeting was held on the 29 March 2017	N/A	N/A	N/A
									Quarterly Cash flow →						R 10 000	R 7500	R 2 276.00			

INFRASTRUCTURE SERVICES DEPARTMENT

UNIT: ELECTRICITY

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.01	Basic Service Delivery & Infrastructure	Electricity	4,7,9,18 and 22	Detailed designs for Ward 4,7,9,13,18 and 22) 2017/2018 Electrification project.	Eskom approval design form	Detailed designs for 2016/2017 approved	Detailed designs for 2017/2018 Electrification project approved for 6 wards by set date.	No	R 5 066 570.00	R 5 066 570.00	N/A	80/40/5751/006	N/A	INEP	To complete Detailed designs for Ward 4,7,9,13,18 and 22) 2017/2018 Electrification project by 30 June 2017	Detailed designs for 2017/2018 Electrification project.	Detailed designs for 2017/18 projects completed and presented to ESKOM on the 30/03/2017	N/A	N/A	N/A
									Quarterly Cash flow →						R 5 066 570.00	R2 533 285.00	R1 500 000.00			
K1.IRS.02	Basic Service Delivery & Infrastructure	Electricity	20	New 10 MVA substation	Monthly reports, delivery note and pictures	Substation designs in place and the link line.4	Installation of Electrical Equipment on the MVA substation by set date.	MVA Date	R 17 000 000.00	R17 000 000.00	N/A	80/40/5751/006	N/A	INEP	To complete installation of electrical equipment on the 10 MVA Substation by 30 June 2017	Construction of Control room and Concrete plinth	Concrete Plinth completed and control room at 90% completion.	Control room not 100% complete	Incline weather	The project will be completed in Q4
									Quarterly Cash flow →						R 17 000 000.00	R4 907 473.64				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.03	Basic Service Delivery & Infrastructure	Electricity	3 and 18	St Bernards, Bubesini A (505 HH)	Appointment Letter of the Service provider Close out Report by Consultants	18294	Number of household connections done by set date	Number Date	R 75 000 000.00	R14 425 048.00	N/A	80/40/5751/006	N/A	INEP	Connect 323 households in St Bernards, 182 HH in Bubesini A by 30 June 2017	Contractor appointment and Construction.	Contractor was appointed on the 14/03/2016 and the overall project is at 60%	N/A	N/A	N/A
									Quarterly Cash flow →						R14 425 048.00	R8 185 440.00				
K1.IRS.04	Basic Service Delivery & Infrastructure	Electricity	5	Cibini A, B, D, E, F, I, Palmaville A (895 HH) – Phase 1	Appointment Letter of the Service provider Close out Report by Consultants	18294	Number of household connections done by set date	Number Date	R 57 933 430.00	R20 175 360.00	N/A	80/40/5751/006	N/A	INEP	Connect 613 households in Cibini and 282 households in Pamlaville by 30 June 2017	Contractor appointment and Construction	Contractor was appointed on the 14/02/2017 for Pamlaville HH connections. Contractor was appointed on the 06/03/2017 for Chibini HH connection	N/A	N/A	N/A
									Quarterly Cash flow →						R 20 175 360.00	R950 000.00				
K1.IRS.05	Basic Service	Electricity	9	Makgwaseng, Gudlintaba, Khashole	Appointment Letter of the	18294	Number of household connections	Number Date	R 57 933 430.00	R8 548 480.00	N/A	80/40/5751/006	N/A	INEP	Connect 200 households	Project Design, Eskom	Designs approved on the	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				(431 HH) – Phase 1	Service provider Close out Report by Consultants		done by set date								in Makgwasesen, 70 households in Gudlintaba and 161 households in Khashole by 30 June 2017	approvals and Construction	16/03/2017 by Eskom and overall construction at 40%			
									Quarterly Cash flow →						R 10 100 000.00	R1 500 000.00				
K1.IRS.06	Basic Service Delivery & Infrastructure	Electricity	9	Nkali A,B & C (Mposhongo), Makhoba B /Tsotsing (229HH) -Phase 1	Appointment Letter of the Service provider Close out Report by Consultants	18294	Number of household connections done by set date	Number Date	R57 933 430.00	R5 422 720.00	N/A	80/40/5751/006	N/A	INEP	Connect of 151 households in Nkali A,B & C (Mposhongo) and 78 Households in Makhoba B by 30 June 2017	Appointment of Service Provider. Project Design, Eskom approvals	Terms of reference presented to BSC	Appointment of Service Provider not done. Project Design not completed and not approved by Eskom	The tender was non responsive.	Project to be re-advertised in Q4
									Quarterly Cash flow →						R 5 422 720.00	R950 000.00				
K1.IRS.07	Basic Service Delivery & Infrastructure	Electricity	1	Maluti-Tlhakanelo Link Line	Appointment Letter of the Service provider Close out Report by Consultants	18294	Kilometers of link line constructed by set date	Km Date	R57 933 430.00	R8 785 032.10	N/A	80/40/5751/006	N/A	INEP	Construction of 20km Maluti-Tlhakanelo Link Line by 30 June 2017	Planting of poles and stringing of conductors	Planting of poles and stringing of conductors completed	N/A	N/A	N/A
									Quarterly Cash flow →						R8 785 032.10	R4 500 000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.08	Basic Service Delivery & Infrastructure	Electricity	Ward 20	High mast lights	Appointment letter and completion Certificate	No security lighting in low cost housing developments	Number of high mast lights installed by set date	Number Date	R 1 500 000.00	R 1 119 425.85.00	N/A	80/40/5751/032	N/A	CCR	To install 3 high mast lights in Itsokolele by 30 June 2017	Manufacturing and delivery	Project completed in Q2	N/A	N/A	N/A
									Quarterly Cash flow →						R 1 119 425.85	R0.00				
K1.IRS.09	Basic Service Delivery & Infrastructure	Electricity	Ward 19	Replace overhead line in Taylor and Williams streets	Appointment letter and completion Certificate	Obsolete distribution infrastructure	Service provider appointed for replacing Overhead line with underground cable by set date	Date	R 500 000.00	R 500 000.00	N/A	80/40/5751/009	N/A	CCR	Appointment of Service provider to replace overhead line with underground cable in Taylor and Williams streets by 30 June 2017	Draft terms of reference and present to BSC	Draft terms of reference completed and presented to BSC. Tender advertised as Fourteen day Tender notice on the 17/02/2017.	N/A	N/A	N/A
									Quarterly Cash flow →						R 500 000.00	R0.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.10	Basic Service Delivery & Infrastructure	Electricity	Ward 19	Mains	Appointment letter and completion Certificate	Ongoing maintenance	Distribution system Maintenance completed by set date	Date	R 700 000,00	R 700 000,00	N/A	80/40/5751/009	N/A	CCR	Maintenance of distribution system (Transformer oil sample ,replacement of switch gear at Eskom Substation and purchasing of Electrical maintenance material) by 30 June 2017	Replace 200 meters of MV cable at Long street (Wimpy).	The project was completed in Q2.			
									Quarterly Cash flow →						R 700 000,00	R620 000.00				
K1.IRS.11	Basic Service Delivery & Infrastructure	Electricity	Ward 19	Maintenance of electricity distribution buildings	Electricity building defects register. maintenance register	Existing electricity substation/ mini substation building need maintenance	Distribution system on municipal buildings Maintenance completed by set date	Date	R50 000.00	R50 000.00	N/A	80/40/4700/000	N/A	CCR	Maintenance of distribution system on municipal buildings by 30 June 2017	Labeling of all Electricity Substation Buildings (Waning signs).	The project completed in Q2	N/A	N/A	N/A
									Quarterly Cash flow →						R50 000.00	R50 000.00				
K1.IRS.12	Basic Service Delivery & Infrastructure	Electricity	Ward 19	Streetlights	Defects register. Street lights maintenance register	990 streetlights	Repaired street light in Matatiele and Cedarville towns by set date	Time and date	R 200 000.00	R 200 000.00	N/A	80/40/4700/000	N/A	CCR	Repair street light in Matatiele and Cedarville towns by 30 June 2017	Replace defective street light fittings and globes within 48hrs after fault report	Ongoing			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																logged (except cable faults).				
									Quarterly Cash flow →						R 200 000.00	R 100 000.00				
K1.IRS.13	Basic Service Delivery & Infrastructure	Electricity	Ward 19	Replace RMU	Appointment letter and completion Certificate	One RMU	RMU replaced at the swimming pool by set date	Date	R150 000.00	R150 000.00	n/a	80/40/5751/000	n/a	CCR	Replace Ring Main Unit at swimming pool by 30 June 2017	Draft terms of reference and present to BSC	Draft terms of reference presented to BSC			
									Quarterly Cash flow →						R150 000.00	R0.00				
K1.IRS.15	Basic Service Delivery & Infrastructure	Electricity		Purchase protective clothing	Protective clothing for Electricity unit staff members	Existing Protective clothing old	Protective clothing purchased by set date	Equipment Date	R105 000.00	R105 000.00	n/a	05/40/5521/000	n/a	CCR	Purchase protective clothing by 30 June 2017	Delivery of protective clothing	Protective Clothing delivered on 02 March 2017			
									Quarterly Cash flow →						R105 000.00	R105 000.00	R105 000.00			
K2.IRS.01	Municipal Institutional transformation and	Electricity	N/A	Capacity Building of Staff	Training attendance and invitation letter.	4 staff trained	Number of staff members trained by set date	number date	N/A	N/A	N/A	N/A	N/A	N/A	Training of 4 staff members on Operational Regulations for High Voltage systems by	N/A	N/A	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
															30 June 2017					
									Quarterly Cash flow →						Nil	Nil				

UNIT: HUMAN SETTLEMENT AND BUILDING CONTROL

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
K1.IRS.16	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	Ward 19	Completion of Matatiele Council Chamber's and offices.	Advert Appointment letter Acceptance letter Practical Progress report Project Programme	Investigation report on poor concrete works	Percentage of council chambers construction completed by set date	Sqm date	R 8 756 167.00	R58 212 459.29	N/A	8040 4035 5791 022	N/A	CRR	50% construction of Council Chamber completed to be by 30 June 2017.	Stage (20%) Appointment of contractor	Main contractor appointed on the 6th March 2017	N/A	N/A
									Quarterly → Cash flow						R8 326 167	R5 000 000	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION

K1.IRS.17	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	Ward 19	Matatiele Fresh Produce (phase 2)	Advert Appointment letter Acceptance letter Practical Completion Certificate Final Completion Certificate.	Fresh Produce Market (phase 1) completed	PercentageFresh Produce Market (Phase 2) under construction by set date	Sqm date	R2 350 600.00	R2 800 000.00	N/A	8040 4035 5750 100	N/A	CRR	60% completion of (2000sqm) Fresh Produce - phase 2	Stage 4 (40%) Site layout Earthworks Stage 5 (50%) Foundation excavations Concrete casting	Stage 4 (40%) Site layout Earthworks Completed Stage 5 (50%) Foundation excavations Concrete casting Completed	Levelling 50% Fencing 50% Concrete 100% Wall plate 100%	The contractor is ahead of program
									Quarterly Cash flow						R2 350 600	R1 000 000			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
K1.IRS.18	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	Ward 20	Matatiele Office landscaping /water reservoir	Advert Appointment letter Acceptance letter Practical Completion Certificate Final Completion Certificate.	BTO and LED Offices are complete.	Office landscaping designs completed by set date	Date	R800 000.00	R500 000.00	N/A	8040 4535 5756 034	N/A	CRR	Preparation of Landscaping designs completed by 30 June 2017.	ToR drafted and submitted to SCM for advert for consultant.	Stage 3 (50%) Tender was advertised.	Appointment of contractor	To be appointed in Q4
							Percentage Date	90% Construction of water reservoir at EDP offices completed by 30 June 2017.							Stage 3 (50%) Appointment of contractor earth works foundation				
														Percentage of Water reservoir completed by set date		Quarterly Cash flow			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
	GOOD GOVERNANCE	HUMAN SETTLEMENT AND BUILDING CONTROL	Ward 01, 19, 20 & 26	Identification of illegal Development	No of Notice Letters issued to owners and register	280 notices issued	Identification and issuing of notice	Time	N/A	N/A	N/A	N/A	N/A	N/A	Identification of illegal developments and issue notices within 7 working days by June 2017	Identification of illegal developments and issue notices within 7 working days at Cedarville, Maluti and Matatiele	10 Identification of illegal developments and issue notices within 7 working days at Cedarville, Maluti and Matatiele	N/A	N/A
									Quarterly Cash flow						R0.00	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
	GOOD GOVERNANCE	HUMAN SETTLEMENT AND BUILDING CONTROL	All wards	Capacity Building of Staff	Training attendance and invitation letter.	12 staff trained	No. of training	number date	N/A	N/A	N/A	N/A	N/A	N/A	8 staff attending trainings by June 17	2 staff attending trainings	26 ward councillor attending trainings of Housing Data	N/A	N/A
									Quarterly Cash flow						R0.00	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
	LOCAL ECONOMIC DEVELOPMENT	HUMAN SETTLEMENT AND BUILDING CONTROL	All wards	Capacity Building Contractors	Training attendance register	1 training done through NHBRC	No. of trained local SMME's or emerging contractors	number date	N/A	N/A	N/A	N/A	N/A	N/A	Local SMME's or emerging contractors trainings by June 2017	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R0.00	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
	LOCAL ECONOMIC DEVELOPMENT	HUMAN SETTLEMENT AND BUILDING CONTROL	All wards	Local jobs created through projects	Contractor local employment report	60 local job created	No. of local jobs created	number date	N/A	N/A	N/A	N/A	N/A	N/A	200 jobs created by June 2017	40 jobs created	40 Jobs created	N/A	N/A
									Quarterly Cash flow						R0.00	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
	LOCAL ECONOMIC DEVELOPMENT	HUMAN SETTLEMENT AND BUILDING CONTROL	All wards	Local Emerging Contractors Supported	Amount spend and no. of Local Emerging Contractors Supported	10 Local Emerging Contractors Supported	No. of Local Emerging Contractors Supported	number date	N/A	N/A	N/A	N/A	N/A	N/A	Local SMME's or emerging contractors trainings by June 2017	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R0.00	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
K1.IRS.20	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	3, 8, 24, 26	Maintenance and Repairs of Madimong Community Halls (Ward 3), Mafube Community Hall (Ward 7), Zibi Mayor Community Hall (Ward 24) and Cedarville Town Hall (Ward 26) by 30 June 2017	TORs, Advertisements and appointment letter/s	Four (4) community halls maintained in 2015/16 FY	Number of community halls maintained and repaired by set date	Number and date	R1 100 000.00	R1 100 000.00	05 25 30 4610 000	N/A	N/A	N/A	Facilitate the maintenance and repairs of 4 halls by 30 June 2017	Advertisement of the bid and appointment of a suitable service provider for undertaking maintenance repairs at the 4 halls	All advertised	N/A	N/A
									Quarterly Cash flow						R1 100 000	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
K1.IRS.21	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	2,3,20	Maintenance and repairs of Zanovuyo Pre-school in Ward 3 by 30 June 2017	TORs, Advertisements and appointment letter/s	One (1) pre-school maintained in 2015/2016 FY	Number of pre-schools maintained by set date	Number and date	R100 000.00	R100 000.00	05 25 30 4610 000	N/A	N/A	NA	Facilitate the maintenance of one pre-school by 30 June 2017	Advertisement of the bid and appointment of a suitable service provider for undertaking Maintenance repairs at 1 Pre-school	Advertised	N/A	N/A
									Quarterly Cash flow						R100 000	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
K1.IRS.22	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	19, 20	Maintenance and repairs of Thandanani and North End Stadium	TORs, Advertisements and appointment letter/s	Two (2) sports fields maintained in 2015/2016 FY	Number of sports fields maintained by the set date	Number and date	R400 000.00	R400 000.00	05 25 30 4610 000	N/A	N/A	N/A	Facilitate the maintenance of 2 sports fields by 30 June 2017	Advertisement of the bid and appointment of a Service Provider for Maintenance repairs at Ward 19 – North End Stadium and Ward 20 Thanadanani Stadium.	Advertised	N/A	N/A
									Quarterly Cash flow						R200 000	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT MEASURES	ANNUAL BUDGET INFORMATION						Q3: PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET				
									PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ACTUAL BUDGET	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION
K1.IRS.23	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	19	Building of two (2) guard houses at the Municipal Stores	TORs, Advertisements and appointment letter/s	Inadequate guard houses	Number of Guard houses built by set date	Number and date	R76 000.00	R76 000.00	05 25 30 4610 000	N/A	N/A	N/A	Facilitation of building of two (2) guard houses by 30 June 2017	Preparation of specifications for building of two (2) guard houses at Ward 19 – Municipal Stores	Advertised	N/A	N/A
									Quarterly Cash flow						R76 000	R0.00	R0.00	R0.00	R0.00

Construction legend

CONSTRUCTION LEGEND				
RAVEL ROADS Stage 1 (10%) <ul style="list-style-type: none"> Appointment of consultants Design Stage 2 (15%) <ul style="list-style-type: none"> Tender and advertisement completed Stage 3 (20%) <ul style="list-style-type: none"> Appointment of contractor Stage 4 (40%) <ul style="list-style-type: none"> Site establishment Stage 5 (50%) <ul style="list-style-type: none"> Clear and grub Roadbed preparation Stage 6 (60%) <ul style="list-style-type: none"> Installation of pipes Stage 7 (70%) <ul style="list-style-type: none"> Casting of slabs Stage 8(80%) <ul style="list-style-type: none"> Tipping of gravel Processing of gravel Stage 9 (90%) <ul style="list-style-type: none"> Protection Works Installation of road signs Stage 10 (95 %) <ul style="list-style-type: none"> Practical Completion certificate Stage 11 (100%) <ul style="list-style-type: none"> Final completion certificate 	SURFACED ROADS Stage 1 (10%) <ul style="list-style-type: none"> Appointment of consultants Design Stage 2 (15%) <ul style="list-style-type: none"> Tender and advertisement completed Stage 3 (20%) <ul style="list-style-type: none"> Appointment of contractor Stage 4 (40%) <ul style="list-style-type: none"> Site establishment Stage 5 (50%) <ul style="list-style-type: none"> Mass earthworks Stage 6 (60%) <ul style="list-style-type: none"> Installation of pipes culverts Stage 7 (70%) <ul style="list-style-type: none"> Pavement Layers Sealants Stage 8 (90%) <ul style="list-style-type: none"> Kerbing Asphalt Protection Works Stage 9(92%) <ul style="list-style-type: none"> Road signs Road markings Stage 10 (95%) <ul style="list-style-type: none"> Practical Completion certificate Stage 11(100%) <ul style="list-style-type: none"> Final completion certificate 	BUILDING CONSTRUCTION Stage 1 (10%) <ul style="list-style-type: none"> Appointment of consultants Design, Stage 2 (15%) <ul style="list-style-type: none"> Tender and advertisement completed Stage 3 (20%) <ul style="list-style-type: none"> Appointment of contractor Stage 4 (40%) <ul style="list-style-type: none"> Site layout Earthworks Stage 5 (50%) <ul style="list-style-type: none"> Foundation excavations Concrete casting Stage 6 (60%) <ul style="list-style-type: none"> Building of walls Roof installation Stage 7 (80%) <ul style="list-style-type: none"> Windows Plastering Plumbing Electricity installation Stage 8 (90%) <ul style="list-style-type: none"> Landscaping Finishes Stage 9 (95%) <ul style="list-style-type: none"> Practical completion Stage 10 (100%) <ul style="list-style-type: none"> Final Completion certificate 	SPORTSFIELD Stage 1 (10%) <ul style="list-style-type: none"> Appointment of consultants Designs complete Stage 2 (15%) <ul style="list-style-type: none"> Tender and advertisement completed Stage 3 (20%) <ul style="list-style-type: none"> Contractor appointment Stage 4(40%) <ul style="list-style-type: none"> Site handover to contractor Stage 5 (65%) <ul style="list-style-type: none"> Earthworks Stage 6(85%) <ul style="list-style-type: none"> Building works and concrete works Stage 7(95%) <ul style="list-style-type: none"> Fencing Stage 8 (95%) <ul style="list-style-type: none"> Planting of grass Practical Completion certificate Stage 9(100%) <ul style="list-style-type: none"> Final completion certificate 	BRIDGES Stage 1 Stage 1 (10%) <ul style="list-style-type: none"> Appointment of consultants Design Stage 2 (15%) <ul style="list-style-type: none"> Tender and advertisement completed Stage 3 (20%) <ul style="list-style-type: none"> Appointment of contractor Stage 4 (50%) <ul style="list-style-type: none"> Base foundation Base slab Stage 5 (70%) <ul style="list-style-type: none"> Columns / pre-cast culverts Top slabs Stage 6 (80%) <ul style="list-style-type: none"> Wing walls Protection Works Road signs Stage 7 (95 %) <ul style="list-style-type: none"> Practical Completion certificate Stage 8(100%) <ul style="list-style-type: none"> Final completion certificate

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.24	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 19	Matatiele Sports Centre	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	04 number sport fields completed in 15/16	Percentage of Sport facility completed by set date	Square meters Date	R3 191 342	R3 191 342	N/A	80/30/5756/004	N/A	MIG	20% completion of Construction of 6400m2 Matatiele sports center by 30 June 2017	15% completion(tender advertisement completion)	Designs completed and extension of works approved by COGTA	Project not advertised	Revisit master plan to accommodate all sporting codes in future phases.	To be advertised in Q4
									Quarterly Cash flow						R3 191 342	R1 400 000.00	663 272.25			
K1.IRS.26(1.A)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 03	1.52 Kamorathaba -Tsepisong - (3.8Km)	Appointment of service provider, Advert, Minutes of meetings, Monthly reports, Completion certificate & Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R2 445 302.00	R2 445 302.00	N/A	80/40/5756/024	N/A	MIG	100% completion of Kamorathaba - Tsepisong - (3.8Km) of access roads constructed by 30 June 2017	(80% completion) Tipping of gravel Processing of gravel	Tipping of gravel complete	Processing of gravel not complete	Heavy rainfalls	To be completed in Q4
									Quarterly Cash flow						R2 445 302.00	R2 195 222.00	1 332 767.73			
K1.IRS.26(1.B)	Basic Service Delivery And I	Project, Operations And Maintenance	Ward 02	1.53 Manase AR- (2.4 Km)	Appointment of service provider Advert, Minutes of meetings	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R2 200 422.00	R2 200 422.00	N/A	80/40/5756/029	N/A	MIG	100% completion of Manase AR- (2.4 Km) of access roads constructed by 30 June 2017	(80% completion) Tipping of gravel Processing of gravel	Tipping of gravel complete	Processing of gravel not complete	Heavy rainfalls	To be completed in Q4

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					Monthly reports Completion certificate Photos				Quarterly Cash flow						R2 200 422.00	R1 900 000.00	999 691.03			
K1.IRS.26(1.C)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 04	Zazingeni-Mazizini AR- (6.5Km)	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R3 453 399.00	R3 453 399.00	N/A	80/40/5756/028	N/A	MIG	50% completion of Zazingeni-Mazizini AR- (6.5Km) of access roads constructed by 30 June 2017	(20% completion) Appointment of contractor	Contract or appointed	N/A	N/A	N/A
									Quarterly Cash flow						R3 453 399.00	R1 900 000.00	982 756.00			
K1.IRS.26(1.D)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 14	Mangopeng AR & bridge- (2.7Km)	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R2 420 000.00	R2 420 000.00	N/A	80/40/5756/022	N/A	MIG	50% completion of Mangopeng AR & bridge- (2.7Km) of access roads constructed by 30 June 2017	(20% completion) Appointment of contractor	(50% completed) Contract or appointed Clear and grub completed Roadbed preparation in progress	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
															50% completion of a 22 m bridge constructed by 30 June 2017	(20% completion) Appointment of contractor	(50% completed) Contract or appointed Base foundation Base slab in progress	N/A	N/A	N/A
									Quarterly Cash flow						R2 420 000.00	R1 700 000.00	1 074 150.90			
K1.IRS.26(1.E)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 24	Soloane AR- (4.4Km)	Appointment of service provider AdvertMinutes of meetings Monthly reports Completion certificate Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R3 080 742.00	R3 080 742.00	N/A	80/40/5756/025	N/A	MIG	100% completion of Soloane AR- (4.4Km) of access roads constructed by 30 June 2017	(80% completion) Tipping of gravel Processing of gravel	Tipping of gravel complete	Processing of gravel not complete	Heavy rainfalls	To be completed in Q4
									Quarterly Cash flow						R3 080 742.00	R2 500 000.00	1 180 595.86			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.26(1.F)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 25	Khaue AR- (2.5Km)	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R2 137 500.00	R2 137 500.00	N/A	80/40/5756/023	N/A	MIG	50% completion of Khaue AR- (2.5Km) of access roads constructed by 30 June 2017	(20% completion) Appointment of contractor	Contract or appointed	N/A	N/A	N/A
									Quarterly Cash flow						R2 137 500.00	R1 700 000.00	R0.00			
K1.IRS.26(1.G)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 26	Sandfontein AR- (5.8Km)	Appointment of service provider Advert Minutes of meetings Monthly reports Completion certificate Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R2 402 902.00	R2 402 902.00	N/A	80/40/5756/026	N/A	MIG	100% completion Sandfontein AR- (5.8Km) of access roads constructed by 30 June 2017	(80% completion) Tipping of gravel Processing of gravel	(90% completed) Protection Works Installation of road signs	N/A	N/A	N/A
									Quarterly Cash flow						R2 402 902.00	R1 900 000.00	2 569 058.90			
K1.IRS.26	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 1	Maluti Internal Streets Phase 3	Appointment of service provider Advert Minutes of meetings Monthly reports	49.88km upgraded to Tar in 15/16 FY	Number of KM Gravel roads upgraded to tar roads by set date	km Date	R5 825 000.00	R5 825 000.00	N/A	80/40/5756/009	N/A	MIG	95% completion of Maluti Internal Streets Phase 3 (4km) of surfaced roads constructed by 30 June 2017	(95% completion) Practical Completion certificate	(95% completion) Practical Completion certificate	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					Completion certificate Photos				Quarterly Cash flow						R5 825 000	5 825 000	1 925 064.63			
K1.IRS.27(1)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 10	Sijoka AR- (6.5Km)	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R5 054 994	R5 054 994	N/A	80/40/5756/031	N/A	MIG	40% completion of Sijoka AR- (6.5Km) of access roads constructed by 30 June 2017	20% contractor appointment	Contract or appointed (50% completed) Mass earthworks	N/A	N/A	N/A
									Quarterly Cash flow						R5 054 994	R4 500 000.00	1 404 708.26			
K1.IRS.27(2)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 16	Mehloloaneng Access road (8.6km)	Appointment of service provider Advert Minutes of meetings Monthly reports Completion certificate	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	Km Date	R3 920 000.00	R3 920 000.00	N/A	80/40/5756/030	N/A	MIG	95% completion of Mehloloaneng Access road (8.6km) of access roads constructed by 30 June 2017	(95%) Completion certificate	(95%) Completion certificate	N/A	N/A	N/A
									Quarterly Cash flow						3 920 000.00	R3 920 000.00	1 549 525.64			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.28(1)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 8	Lagrange Pedestrian Bridge	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	09 bridges	Number of Bridges constructed by set date	m Date	R 2 000 000.00	R 2 000 000.00	N/A	80/40/5756/020	N/A	MIG	50% completion of Lagrange Pedestrian Bridge (40m) constructed by 30 June 2017	(20% completion) Appointment of contractor	Project advertised	Contract or not appointed	Delays with finalisation of designs	To be appointed in Q4
									Quarterly Cash flow						R 2 000 000.00	R 1 500 000.00	420 473.60			
K1.IRS.28(2)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 13	Tlhakanelo Culvert bridge	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	09 bridges	Number of Bridges constructed by set date	m Date	R 2 000 000.00	R 2 000 000.00	N/A	80/40/5756/021	N/A	MIG	70% completion of Tlhakanelo Culvert bridge (12m) constructed by 30 June 2017	(50% completion) Base foundation, Base slab	(70%) Columns / pre-cast culverts Top slabs completed	N/A	N/A	N/A
									Quarterly Cash flow						R 2 000 000.00	R 1 500 000.00	1 370 918.25			
K1.IRS.30	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Wards 19, 26, 01	Kerbing, Cement and quarry material for Matatiele, Cedarville and Maluti towns.	Appointment of service provider Advert Monthly reports Photos	11450m	Number of Meters of kerbing and channeling done by set date	m Date	R 800 000.00	R 800 000.00	05/40/4690/000	N/A	N/A	EQUITABLE	Install 1000 m of kerbing and channeling by 30 June 2017.	500m of kerbing and channeling installed.	137m	363m	Staff suspended	To be done in Q411.
									Quarterly Cash flow						R 800 000.00	R 350 000.00	0.00			

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.33	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Wards 19, 26, 01	Concrete storm water pipes installation in the CDB and driveway pipes at various places in Matatiele, Cedarville and Maluti.	Appointment of service provider Advert Monthly reports Photos	1290.3m	Number of Meters of pipes by set date	m Date	R 180 000.00	R 180 000.00	05/40/4690/000	N/A	N/A	EQUITABLE SHARE	Install 300m of storm water pipes by 30 June 2017	150m of storm water pipes installed.	173m	N/A	N/A	N/A
									Quarterly Cash flow						R180 000.00	R150 000.00	0.00			
K1.IRS.34	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Wards 19, 26, 01	Drainage excavations in Maluti, Cedarville and Matatiele.	Appointment of service provider Advert Monthly reports Photos	22863.7m	Number of meters drains excavations installed by set date	m Date	R20 000.00	R20 000.00	05/40/4690/000	N/A	N/A	EQUITABLE SHARE	5000m of drains excavations by 30 June 2017.	3000m of drains excavated	2215,5m	784,5m	Staff suspension	Two SMME's will be appointed to assist with pothole patching
									Quarterly Cash flow						R20 000.00	R15 000.00				
K1.IRS.35	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Wards 19, 26, 01	Pothole repairs and verge tarring in Matatiele CBD, Maluti and Cedarville.	Appointment of service provider Advert Monthly reports Photos	24305.7m²	Number of Square meters maintained by set date	M2 Date	R500 000.00	R500 000.00	05/40/4690/000	N/A	N/A	EQUITABLE SHARE	8500m² of surfaced road maintenance by 30 June 2017	6000 m² of surfaced road maintained	6079.4 m²	N/A	N/A	N/A

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						R500 000.00	R300 000.00	R 336 598			
K1.IRS.36	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	02,06,08,09,11,12,13,18,20,21,22,25	Maintenance and rehabilitation of 27,8km of gravel roads in the following wards:02,06,08,09,11,12,13,18,20,21,22,25	Appointment of service provider Advert Monthly reports Photos	927.53 Km	Number of Kilometres maintained and rehabilitated by set date	KM Date	R 1 300 000.00	R 1 300 000.00	05/40/4690/000	N/A	N/A	EQUITABLE SHARE	10 Km of roads to be maintained and rehabilitated by 30 June 2017.	3km of road maintained and rehabilitated.	11.3km maintained	N/A	N/A	N/A
									Quarterly Cash flow						R1 300 000.00	R600 000.00				
K1.IRS.25(1)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance	09	Afsondering Sports field	Monthly Reports Completion certificate	4 Sportsfields	Final completion for sport field by set date.	Square meters percentage date	R172 000.00	R172 000.00	N/A	80/40/45/5791/015	N/A	MIG	Final completion (95%) for Afsondering sports field by 30 June 2017	95% completion Planting of grass	95% completion Planting of grass	N/A	N/A	N/A
									Quarterly Cash flow						R2 172 000.00	R1 900 000	972 505.00			
K1.IRS.25(2)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	22	Epiphany Sports field	Monthly Reports Completion certificate	4 Sports fields	Final completion for sport field by set date.	Square meters percentage date	R172 000.00	R172 000.00	N/A	80/40/45/5791/019	N/A	MIG	Final completion (95%) for Epiphany sports field by 30 June 2017	95% completion Planting of grass				
									Quarterly Cash flow						R622 000.00	R232 900	153 330.00			

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.25(3)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	16	Majoro Sports field	Monthly Reports Completion certificate	4 Sports fields	Released retention for sport field by set date.	Square meters percentage date	R922 000.00	R922 000.00	N/A	80/40/45/5791/018	N/A	MIG	Retention release for Majoro sports field constructed by 31 December 2016	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R922 000.00	922 000				
K1.IRS.25(4)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance	12	Nkau Sports field	Monthly Reports Completion certificate	4 Sports fields	Final completion for sport field by set date.	Square meters percentage date	R1 172 000.00	R1 172 000.00	N/A	80/40/45/5791/016	N/A	MIG	Final completion (95%) for Nkau sports field constructed by 30 June 2017	95% completion(weed killing)	95% completion(weed killing)	N/A	N/A	N/A
									Quarterly Cash flow						R1 172 000.00	800 000	R79 200			
K1.IRS.25(5)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance	06	Mahangwe Sports field	Monthly Reports Completion certificate	4 Sport Sfields	Released retention for sport field by set date.	percentage date	R307 852.00	R307 852.00	N/A	80/40/45/5791/014	N/A	MIG	Retention release for Mahangwe sports field by 31 December 2016	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R307 852	Nil				
K1.IRS.32	Basic Service Delivery & Infrastructure	Project Management Unit	05	Construction of Mnqayi Culvert Bridge	Monthly Reports Completion certificate	09 bridges	Percentage of Completion of bridge by set date.	m date	R1 510 000.00	R1 510 000.00	N/A	80/40/45/5790/097	N/A	MIG	80% completion of Mnqayi Culvert Bridge by 30 June 2017	(70%) Columns / pre-cast culverts Top slabs	Project re-advertised	Columns not completed		To be done in Q4
									Quarterly Cash flow						R1 510 000.00	800 000				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.31	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance	19	Construction of Matatiele Internal Roads (CBD –Phase 1)	Monthly Reports Completion certificate	49.88km upgraded to Tar in 15/16 FY	Percentage of completion for roads by set date.	Square meters percentage date	R1 154 687.00	R1 154 687.00	N/A	80/40/45/5790/048	N/A	MIG	100% completion for Matatiele Internal Streets-(CBD)-Phase 1 by 30 June 2017	100% completion(final completion)	Practicaly completed	Final retention not released	Contract or attending to snag list	To be released in Q4
									Quarterly Cash flow						R1 154 687.00	Nil				
K1.IRS.29(2)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance	02	Nkululekweni Headwalls	Monthly Reports Completion certificate	927.53 Km	Retention released for roads by set date.	Square meters percentage date	R50 000.00	R50 000.00	N/A	80/40/45/5791/030	N/A	EQUITABLE	Retention release for Nkululekweni Headwalls by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R50 000.00	Nil				
K1.IRS.32	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance	11	Thotaneng Bridge	Monthly Reports Completion certificate	9	Released retention for bridge by set date.	Square meters percentage date	R123 833.00	R123 833.00	N/A	80/40/45/5791/031	N/A	EQUITABLE	Retention release for Thotaneng Bridge by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R123 833.00	Nil				
K1.IRS.29(1)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management	10	Construction of Ncome AR	Appointment of service provider Monthly Reports Completion certificate	927.53 Km	Retention released for roads by set date.	km date	R2 232 782.00	R2 232 782.00	N/A		N/A	MIG	Retention release for Ncome Access Road by 30 June 2017.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R2 232 782.00	Nil				

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	19	1.80 Construction of Matatiele Internal Roads (Area C –Phase 2)	Monthly Reports Completion certificate	49.88km upgraded to Tar in 15/16 FY	Retention released for roads by set date.	KM date	R641 638.00	R641 638.00	N/A	80/40/45/5791/010	N/A	MIG	Retention release for Matatiele Internal Streets- (Area C)-Phase 2 by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R641 638.00	Nil				
K1.IRS.14	Basic Service Delivery And Infrastructure	Electricity	19	65m of Palisade fencing of the mini substations	TORs, Advertisement/s and appointment letter/s, completion certificate	Mini substations not fenced	Metres of Palisade fence installed in the mini substation by set date	Date	R60 000.00	R60 000.00	80 25 30 5752 000	N/A	N/A	N/A	Installation of 65m Palisade fencing of the mini substations by 30 June 2017	Installation of palisade fencing	Palisade fencing installed	N/A	N/A	N/A
									Quarterly Cash flow						R60 000	20 000				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	Ward	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3 TARGET	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K3.IRS.01	Local Economic Development	Projects, Operations And Maintenance	All Wards	Job creation	Labour forms	100 jobs created in the previous year	200 jobs created	Number	N/A	N/A	N/A	N/A	N/A	N/A	200 jobs created through projects construction by 30 June 2017	150 jobs created through projects construction	230 jobs created through projects construction	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil

OFFICE OF THE MUNICIPAL MANAGER

UNIT: COMMUNICAITONS, SPU AND CUSTOMER CARE

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.01	Good Governance and public participation	Communications, SPU and Customer Care		Development of Communication strategy and Marketing Strategy Review	Council resolution, Communications & marketing strategies	Communication strategy	Adopted Communication Strategy by set date	Adopted Communication Strategy Date	R335 000.00	R50 000.00	05/10/20/5180/000	N/A	N/A	Own	Reviewed Communication Strategy and Action Plan adopted by Council by 30th December 2017	Adoption by Council & Implementation	Implementation is underway	Communications Strategy has not been adopted, however it was presented to EXCO	There has not been an Ordinary Council Meeting	Adoption will be done in April
									Quarterly Cash flow						R50 000.00	Nil				
K5.OMM.02	Good Governance and public participation	Communications, SPU and Customer Care	All	Stakeholders Engagements	Minutes & Attendance register	Communications Strategy	Number of Public engagements held by set date	Number date	R335 000.00	R105 000.00	05/10/20/5180/000	N/A	N/A	Own	Coordinate 12 public engagements by June 2017	1 IGR Forum Meeting	1 IGR forum meeting was held on the 13 th of March 2017 at the Matatiele town hall.	N/A	N/A	N/A
																1 Media engagement	Two media engagements were conducted during quarter 2. One during matric awards ceremony on the 20/01/2017 and the second	N/A	N/A	N/A

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	one on the 27 th of March 2017 at the Municipal Council Chambers.			
																1 LCF Meeting	1 LCF meeting was held on the 8 th of March 2017 at the Matatiele town hall.	N/A	N/A	N/A
									Quarterly Cash flow						R105 000.00	R26 250.00	Nil			
K5.OMM.03	Good Governance and public participation	Communications, SPU and Customer Care		Media Slots	Invoice and proof of payment	Communications Strategy	Number of radio slots & Interviews conducted by set date	number date	R550 000.00	R250 000.00	05/10/20/5370/000	N/A	N/A	Own	Secure 18 Radio Slots and Interviews by June 2017	1 live broadcast and 7 radio slots	2 Live broadcasts were conducted during matric awards ceremony on the 20 th of January 2017 and one during the Library ICT Centre by Alfred Nzo District Municipality Outside Broadcast (OB) van. 7 Radio slots: MM was interviewed Lesedi FM on the 23 rd of January 2017	N/A	N/A	N/A

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																(free airtime was provided for MLM) 4 radio slots were secured on Alfred Nzo Community Radio during Matric awards ceremony for the Mayor, Department of Education District Director, top learner achiever in the district and Municipal bursary beneficiary. The Unit facilitated 2 radio interviews for the mayor on the 20 th of February on Alfred Nzo Community Radio on a free slot provided by the District Municipality. Free coverage on Lesedi FM during the Disability Rights Awareness Campaign on				

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	15 th of February 2017.			
									Quarterly Cash flow →						R250 000.00	R50 000.00	R24 510.00			
K5.OMM.04	Good Governance and public participation	Communications, SPU and Customer Care	All	Information dissemination (1)	Newsletter	Newsletters, Website, Services delivery pamphlets	Number of information publications produced by set date	Number date	R610 000.00	R610 000.00	05/10/20/5400/000	N/A	N/A	Own	Produce 18 000 information publications produced by 30 June 2017.	Compile stories and SCM processes	Compilation of stories underway.	N/A	N/A	N/A
																3000 leaflet copies	3000 service delivery pamphlets were produced and printed	N/A	N/A	N/A
																		Quarterly Cash flow		
K5.OMM.06 & K5.OMM.07	Good Governance and public participation	Communications, SPU and Customer Care		Information dissemination (2)	Newspaper column	49 newspaper columns and upload 80 documents on the municipal website	Number of columns produced and documents uploaded on municipal website by set date	Number date	N/A	N/A	N/A	N/A	N/A	N/A	Produce 49 newspaper columns and upload 80 documents on the municipal website by 30 June 2017	12 columns	12 weekly articles were published on Fever Publications	N/A	N/A	N/A
																20 documents uploaded	35 documents were uploaded on the website	N/A	N/A	N/A
																		Quarterly Cash flow		

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									ACTUAL BUDGET 2015/16 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.08	Good Governance And Public Participation	Communications, Spu And Customer Care		Public participation programmes	Report & attendance register	16 public participation programmes in 2015/16 FY	Number of public participation programmes by set date	Number & date	R735 000.00	R90 000.00	05/10/20/5306/000	N/A	N/A	Operational budget	To conduct 4 Public Participation programmes by 30 June 2017	To support 1 Project(HIV Support Group/Elderly led project) and Imbizo Focus Week Programme	Assisted in the official handover of Mvenyane SSS on the 16 th of March 17 & Nyaniso SSS on the 23 rd /03/17. The story was sent to local media & published on Fever, Pondo News & Ikwezi Publishers. The Mayor has adopted Mazizini Elderly Project in Ward 4.			
									Quarterly cash flow						R90 000.00	R22 500				
K5.OMM.09	Good Governance And Public Participation	Communications, Spu And Customer Care		Support events which promotes and brand Matatiele.	Report on coordination & supports events	Calendar of Events	Number of supported events by set date	Number & date	R335 000.00	R15 000.00	0510205180000	N/A	N/A	Operational budget	Support 6 events which brand & market Matatieleby 30 Sep 2017	Support Human Rights month activities	Supported the 2016 NSC Matric Awards Ceremony held on the 21 January 17 by publicizing the event through social media,website,p rint & electronic media. Assisted in the official handover of Moorosi Agric School,			

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									ACTUAL BUDGET 2015/16 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	Mvenyane SSS & Nyaniso SSS. An article about the opening of the schools was published on Fever Newspaper, Municipal website, facebook and DBE EC Twitter account, facebook, and website.			
									Quarterly Cash flow						R15 000.00	Nil				
K5.OMM.10	Good Governance And Public Participation	Communications, Spu And Customer Care		Brand & advertise Matatiele (1)	Airtime schedule	Marketing Strategy in place	Number of municipal projects promoted using SABC & ANCR by set date	Number date	R100 000.00 + R300 000.00	R400 000.00	05/10/20/5490/000 + 05/10/20/5370/000			Operational	Use SABC & local radio to market 3 municipal projects by 30 June 217	Production of audio visual material for social media platforms	The municipality injected R150 000 for the promotional material of the event including adverts, ambassador, electronic and print, social media platforms. Posted the Uzusithwale poster on the Municipal website & facebook page.			
									Quarterly Cash flow						R400 000.00	R90 000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2015/16 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.11	Good Governance And Public Participation	Communications, Spu And Customer Care		Brand & advertise Matatiele (2)	Q1: Terms of reference, Q2: Appointment letter, Delivery note, order, Q3: Distribution Register, Delivery note	Branding manual	Procured year 2017 branded stationary, promotional material & banner by set date	Promotional material Date	R330 000.00 + R50 000.00	R250 000.00 + R50 000.00	05/10/20/5390/000 + 05/10/20/5150/000	N/A	N/A	Operational budget	Procure YEAR 2017 Branded Stationary and promotional material by set date	Distribution of the Branded stationary (diaries 300 , business cards 38, calendar 1800) to Council, Management and staff members	330 Branded Municipal diaries were delivered on the 27 th of Jan 2017.			
															Procure Municipal Branded banners	Municipal flags, tear drops, pull up banners, information board and pop up banners were delivered on the 23 rd /03/17				
															R300 000.00	R30 000.00	R 111 809.64			

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.12	Good Governance and public participation	Communications, SPU and Customer Care		Women/elderly empowerment programmes (1)	Attendance registers and report	Designated groups strategy, women's forum, good working relation with relevant stakeholders	Number of information sharing programs held by set date	Number Date	R735 000.00	R20 000.00	05/10/20/5306/000	N/A	N/A	N/A	08 Information sharing programmes on issues affecting women and senior citizens and 1 golden games' event by 30 June 2017	02 Information sharing programs	Conducted 03 information sharing session as follows: on the 14 March 2017 at ward 21 Mvenyane; on the 22 March 2017 ward 03 Masakala and on the 28 March 2017 at ward 14 Mariazell			
																n/a	n/a			
															Quarterly Cash flow →					
K5.OMM.13	Good Governance and public participation	Communications, SPU and Customer Care		Women/elderly empowerment programmes (2)	Attendance registers and report	Older person's forum, elderly strategy	Number of elderly project assisted by set date	Number Date	R735 000.00	R20 000.00	05/10/20/5306/000	N/A	N/A	N/A	06 projects to be visited for assessment, assistance and monitoring by 30 June 2017	02 projects assessed	03 projects were assessed as follows: Ntataise project on the 06 March 2017 at ward 01; creative network on the 28 February 2017 at ward 18 and Mazizini project on the 25 January 2017 at ward 04			

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																02 project assisted	02 projects were assisted as follows: Itekeng project on the 26 January 2017 at ward 09 and Creative network on the 27 March 2017 at ward 18.			
																02 project monitored	02 projects were monitored as follows: Phallang project on the 09 February 2017 and Zizamele project on 23 February 2017 at ward 10 Hlomendlin.			
									Quarterly Cash flow						R100 000.00	R35 000				

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								ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.14	Good Governance and public participation Communications, SPU and Customer Care	ALL	Empowerment Programmes for children	Q1-3: Report on Assistance Q4: Attendance registers and Reports	Designated group strategy capacity	Number of Empowerment Programmes for children held by set date	Number Date	R735 000.00	R40 000.00	05/10/20/5306/000	N/A	N/A	Operational	5 Empowerment Programmes for children by June 2017	1 ECDC to be assisted	1 ECDC, Keabetsoe Pre-school assisted in Ward 25	N/A	N/A	
														N/A					
								Quarterly Cash flow →						R40 000.00	R10 000.00				
K5.OMM.15	Good Governance and public participation Communications, SPU and Customer Care	All	Youth Development Programmes	Attendance registers, team list, reports and proof of payment for bursaries.	Designated groups strategy Youth Council in place	Number of youth development programmes held by set date	Number Date	R735 000.00	R160 000.00	05/10/20/5306/000	N/A	N/A	Operational	Coordinate 09 Youth Development Programmes by 30th June 2017	1 information sharing session on issues affecting youth	1 information sharinh session conducted in in Mangolong Community Hall-Ward 23 on 09/02/2017	N/A	N/A	
														N/A					

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																Back to school campaign (Registration fee to tertiary education, matrics awards and 2 Bursary Holders)	6 students students are currently studying in different Universities, 36 students were assisted with registration fee to tertiary institution, the class of 2016 Matric Awards Ceremony was held at Civic Centre on 20 January 2017			
									Quarterly Cash flow →						R 160 000	R350 000.00				

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.16	Good Governance and public participation	Communications, SPU and Customer Care		Advocacy for PWDs	Attendance registers and pictures	Disability forum, Disability strategy	Number of advocacy initiatives programmed by set date	Number Date	R735 000.00	R60 000.00	05/10/20/5306/000	N/A	N/A	Operational	Conduct 6 advocacy initiative programmes conducted by 30 June 2017	N/A	2 advocacy initiatives conducted: an Awareness on rights of people with disabilities conducted at Town Hall on 15 February 2017 and election on disability structure on 13 March 2017 at Nokwezi Hall.			
									Quarterly Cash flow →						R60 000.00					
K5.OMM.17	Good Governance and public participation	Communications, SPU and Customer Care		Skills development for PWDs	Reports, list of Candidates	Disability forum Disability strategy	Number of people with disabilities trained by set date	Number Date	R735 000.00	R10 000.00	05/10/20/5306/000	N/A	N/A	Operational	20 people with disabilities to trained on different skills by 30 June 2017	N/A	12 people with disabilities trained were enrolled at Enoch Sontonga to be trained on wooding, welding and sewing			
									Quarterly Cash flow →						R10 000.00	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.18	Good Governance and public participation	Communications, SPU and Customer Care		HIV/AIDS prevention, educated and awareness Programmes	Attendance registers and pictures	HIV/AIDS strategy	Number of HIV/AIDS awareness held by set date	Number Date	R735 000.00	R100 000.00	05/10/20/5306/000	N/A	N/A	Operational	8 HIV/AIDS awareness campaigns By 30 June 2017	N/A	3 condom week awareness campaigns conducted on 15 February at Boxer taxi rank, 16 February at Drakensburg and on 17 February at the bus rank.			
									Quarterly Cash flow →						R60 000.00					
K5.OMM.19	Good Governance and public participation	Communications, SPU and Customer Care		LAC meetings	Attendance register and minutes of meetings	LAC; MANOP (Support group network structure)	Number of LAC meetings held by set date	Number Date	R735 000.00	R20 000.00	05/10/20/5180/000	n/a	n/a	n/a	4 LAC Meetings by 30 June 2017	One LAC meeting	One LAC meeting conducted on 16 March 2017			
									Quarterly Cash flow →						R20 000.00	R 5 000				
K5.OMM.20	Good Governance and public participation	Communications, SPU and Customer Care		Facilitate the assistance of Support groups	Attendance registers, reports and pictures	HIV/AIDS strategy & LAC	Number of support groups trained by set date	Number Date	R735 000.00	R50 000.00	05/10/20/5306/000	N/A	N/A	N/A	8 Support group to be assisted by 30 June 2017	N/A	N/A			
									Quarterly Cash flow →						R50 000.00	R 15 000				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.22	Good Governance and Public Participation	Communications, SPU and Customer Care	All wards	Management of complaints and march applications	Complaints, and application for marches Recorded complaints; Proof of referral; Attendance registers of meetings for dispute mitigation.	Complaints management system, Customer care policy and public participation plan in place	Percentage of complaints and march applications managed by set date	Percentage Date	N/A	N/A	N/A	N/A	N/A	Operational	100% management of complaints by 30 June 2017	100% management of complaints, and applications for marches	100% (47) Complaints management and (4) Suggestion Box Complaints received & referred to relevant Departments.	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil			
K5.OMM.21	Good Governance and Public Participation	Communications, SPU and Customer Care	N/A	Market Research - 2016 customer care survey	Market research report and Survey report	2016 customer care survey	Market research and Survey conducted by set date	Date	R450 000.00	R400 000.00	05/25/41/5190/000	N/A	N/A	Operational	Conduct market research and annual customer satisfaction survey by 30 June 2017	Conduct annual customer satisfaction survey	Service provider appointed, work to resume soon	N/A	N/A	N/A
									Quarterly Cash flow						R400 000.00	Nil	Nil			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.23 & K5.OMM.23	Good Governance and Public Participation	Communications, SPU and Customer Care	N/A	Migration Awareness	attendance register	Migration policy	Number of campaigns and school visits by set date	Number & Date	R335 000.00	R24 000.00	05/10/20/5180/000	N/A	N/A	OWN	Coordinate 8 Awareness Campaigns & Coordinate 06 school visits by 30 June 2017.	2 Awareness Campaigns & 3 School visit for integration of foreign nationals and the local communities.	1 Awareness Campaign was held at Phamlaville Village on the 28 March 2017 3 School Visits were held in the following Mosa Sibi S.S.S Schools: Hebrone J.S.S & Bethel J.S.S on the 29 March 2017.	.N/A	N/A	N/A
									Quarterly Cash flow						R24000.00	R6000.00				
K5.OMM.25	Good Governance and Public Participation	Communications, SPU and Customer Care	N/A	Data collection on migrants	Record sheet	Foreign national Data base	Number of people recorded	Number & date	N/A	N/A	N/A	N/A	N/A	N/A	Registration of 40 migrants on the data base by 30 June 2017	10 migrants data base register in town	10 Migrants have been Registered.	N/A	N/A	N/A
									Quarterly Cash flow						NIL	NIL				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.26	Good Governance and public participation	Communications, SPU and Customer Care		Migration meetings	attendance register and Minutes	Advisory committee ToR	Number of meetings held	number	R335 000.00	R 11 000.00	05/10/20/5400/000	N/A	N/A	OWN	To hold 2 Migration Committee meetings by 30 June 2017	N/A	1 Migration Advisory Committee meeting was held in Council Chamber on the 28 February 2017.	N/A	N/A	N/A
									Quarterly Cash flow						R 11 000	Nil				

UNIT: COMPLIANCE AND LEGAL SERVICES

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.58	Good Governance and Public Participation	Compliance and Legal Services	N/A	Vetting and Contract Register	Vetted contracts	Contracts and lease agreements and procurement plan are in place	Percentage of Vetted contracts and developed Contract register	Percentage Data base Date	N/A	N/A	N/A	N/A	N/A	N/A	100% Vetting of contracts and Development of Contract register by 30 June 2017	100% Vetting of contracts and Development of Contract register	3 Contracts vetted and contract register Developed	n/a	n/a	n/a
									Quarterly Cash flow						Nil	Nil				
K5.OMM.59	Good Governance and Public Participation	Compliance and Legal Services	N/A	Vetting of by-laws	Reviewed By-laws, Agenda and Register for Consultative Meeting, Agenda for Stakeholder meetings, Council Agenda and Council Resolution	Draft By-laws in place	Number of By-laws vetted by the set date	Number Date	NIL	NIL	N/A	N/A	N/A	Operational Budget	To have drafted and reviewed (2) by-laws vetted by 30 June 2017	Submit 2 reviewed By-laws to MTM, Standing Committee and EXCO	n/a	No bylaw reviewed or drafted	Time constraints	To be done in quarter 4
									Quarterly Cash flow						NIL	NIL				
K5.OMM.60	Good Governance and Public Participation	Compliance and Legal Services	N/A	Administration and management of litigation cases	12 monthly reports on cases against and instituted by the municipality	external referral of litigation matters	Number of reports on cases against and instituted by the municipality	Number	R4 200 000.00	R4 200 000.00	0510425340000	N/A	N/A	Operational Budget	12 monthly report on Administration and management of litigation cases against and or instituted by the municipality	3 monthly report on Administration and management of litigation cases against and or instituted by the municipality	3 monthly report on Administration and management of litigation cases against and or instituted by the municipality	n/a	n/a	n/a

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COCT	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						R4 200 000.00	R1 600 000.00				
K5.OMM.61	Good Governance and Public Participation	Compliance and Legal Services	N/A	Enforcement on contravened by-laws	Notices, Court Orders	Contravention on enforcement on by-laws	Percentage of notices enforced on contravened by-laws	Percentage	N/A	N/A	N/A	N/A	N/A	N/A	100% Enforcement of Notices received on Contravened by-laws by 30 June 2017	100% Enforcement of Notices received on Contravened by-laws	Notice on contravened Bylaw not enforced	No complaint received on contravened Bylaws	n/a	n/a
									Quarterly Cash flow						Nil	Nil				

UNIT: INTERNAL AUDIT SERVICES

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	ACTUAL TARGET	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE	ACTUAL PERFORMANCE
K5.OMM.27	Good Governance and Public Participation	Internal Audit Services		Operation Clean Audit	Reports attendance register program	Unqualified Audit opinion (clean audit)	Number of OCA meetings held by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	To hold four OCA meetings after receiving AG audit report by 30 June 2017.	Two meetings	N/A	N/A	N/A	Three meetings were held. (Midterm workshop; 05-09 January 2017, Municipal Strategic Planning Session; 05-09 February 2017 and Provincial Treasury meeting; 14 February 2017) audit action plan was presented and there were inputs on the report.
									Quarterly Cash flow					Nil	Nil					Nil
K5.OMM.28	Good Governance and Public Participation	Internal Audit Services		Financial Statements Audits	Reports	2015/16 AFS and 2016/17 Interim Financial Statements Audits	Audited AFS and interim financial statements by set date	Date	R 488 000.00	01051010305190000					AFS to be audited by 31 August 2016 and Interim statements to be audited by 28 February 2017	Interim Financial statements to be audited by 31 March 2017	N/A	N/A	N/A	Interim Financial Statements were submitted by Budget and Treasury office, there were reviewed by the internal auditors and audit committee members and submitted to same office on the 31 March 2017 for responses on the comments

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	ACTUAL TARGET	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE	ACTUAL PERFORMANCE
																				stated.
									Quarterly Cash flow						R 898 000.00	R 400 000				R 18 000.00
K5.OMM.29, K5.OMM.30 & K5.OMM.31	Good Governance and Public Participation	Internal Audit Services		Review Policies, Plans and Strategy	Charters Plans and strategy Council resolution	Plans and charters in place.	Approved Charters by set date Approved Annual Audit Plan by set date	Date							Two charters approved 1 Jan 2017 One Annual Audit Plan approved by 31 July 2016. Internal Audit Strategy approved by 30 June 2017	Two charters approved 31 Jan 2017	N/A	N/A	N/A	Internal Audit Charter, Audit Committee Charter with 3 Standard Operating Procedures adopted (internal audit activity, spot checks and internal audit cycle) by Council on the 27 January 2017 CR 102/27/01/17
															Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	ACTUAL TARGET	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE	ACTUAL PERFORMANCE
K5.OMM.32	Good Governance and Public Participation	Internal Audit Services		Spot checks and monitoring internal control tool.	Reports Proof of Submission	Internal Control tool and Spot checks	Number of Internal Control tool submissions by set date; and Number of spots checks done by set date	Number Date							Four quarterly Internal Control tool submissions to COGTAEC. 48 annual spot checks by 30 June 2016.	1 quarterly Internal Control tool submissions to COGTAEC. 12 spot checks	N/A	N/A	N/A	1 quarterly Internal Control tool submissions to COGTAEC. 12 spot checks
									Quarterly Cash flow➡						Nil	Nil				
K5.OMM.34	Good Governance and Public Participation	Internal Audit Services		Internal audit reports	Reports	Internal audit reports	Number of internal audit reports by set date	Number Date		Nil					14 Internal Audit Reports by 30th June 2016	5 Internal audit reports	N/A	N/A	N/A	5 Internal audit reports in draft stages to be presented on the 21 st April 2017 in the Audit Committee meeting (Public participation review, Revenue review, Payroll review, Traffic review and Projects and operations maintenance review)
									Quarterly Cash flow➡						Nil	Nil				Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	ACTUAL TARGET	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE	ACTUAL PERFORMANCE
K5.OMM.33	Good Governance and Public Participation	Internal Audit Services		Dashboard Reports	Reports proof of submission	Dashboard Reports	Number of Dashboard Reports submitted to the Auditor General (AG) by set timeframe	Number Timeframe	N/A	N/A	N/A	N/A	N/A	N/A	Four quarterly Dashboard Reports submitted to Auditor General (AG) on the first working day after the end of each quarter	1 quarterly Dashboard Reports submitted to Auditor General (AG)	N/A	N/A	N/A	1 quarterly Dashboard Reports submitted to Auditor General (AG) on the 31 March 2017.
									Quarterly Cash flow →					Nil	Nil					Nil
K5.OMM.35	Good Governance and Public Participation	Internal Audit Services		Performance reports	Reports	Performance reports	Number of performance reports	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Four quarterly performance reports	1 quarterly performance report	N/A	N/A	N/A	1 Midterm performance report still on draft stages to be submitted to the audit committee on the 21 st April 2017.
									Quarterly Cash flow →					Nil	Nil					
K5.OMM.36	Good Governance and Public Participation	Internal Audit Services		Auditor General (AG) Value Chain Quarterly Reviews	Reports Proof of submission	Quarterly reviews	Number of AG quarterly reviews	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Four Quarterly reviews submitted to AG	1 Quarterly reviews submitted to AG	N/A	N/A	N/A	1 Quarterly reviews submitted to AG on the 31 st March 2017.
									Quarterly Cash flow →					Nil	Nil					Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
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K5.OMM.37	Good Governance and Public Participation	Internal Audit Services		Municipal Standard Chart of Accounts (MSCOA) Implementation and Compliance	Reports	MSCOA reports	Number of MSCOA reports	Number	N/A	N/A	N/A	N/A	N/A	N/A	Four quarterly reports on MSCOA Implementation and compliance	One quarterly report on MSCOA Implementation	N/A	N/A	N/A	One quarterly report on MSCOA Implementation reviewed and completed.
									Quarterly Cash flow →						Nil	Nil				Nil
K5.OMM.38	Good Governance and Public Participation	Internal Audit Services		Ad-hoc and Consequence Management reports	Reports	None	Number of Ad-hoc and consequence management reports	Number	N/A	N/A	N/A	N/A	N/A	N/A	1 Ad-hoc report and four quarterly reports on Consequence Management	1 Ad-hoc report and 1 Consequence management report	1 Ad-hoc report not done	An ad-hoc report needs to be forwarded by the municipal manager to the internal audit for them conduct an ad-hoc review.	To have the item as a standing item in the general management team meetings for considerations in the fourth quarter.	1 Consequence Management Report completed and to be presented to the audit committee meeting on the 21 st April 2017.
									Quarterly Cash flow →						Nil	Nil				Nil

UNIT: MONITORING AND EVALUATION/RISK SERVICES

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.39	Good Governance and Public Participation	M&E/Risk services	N/A	Approval of Municipal SDBIP	-Draft SDBIP and Submission to Mayor - Invitation , Program, Register of workshop -Final SDBIP and Submission to and Approval by Mayor	Approved 2016/17 SDBIP	Approved SDBIP by set date	Plan Date	R 2 010 000.00	R500 000.00	05 10 35 5180 000	N/A	N/A	N/A	Approved 2017/18 SDBIP by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						R500 000.00	Nil	Nil	Nil	Nil	Nil
K5.OMM.40	Good Governance and Public Participation	M&E/Risk services	N/A	Development of Performance Agreements of Municipal Manager, GM's and Middle Managers	-Signed Section 56 and Middle Managers performance Agreements and Plans -Proof of submission to CoGTA-EC	Signed Performance Agreements and Plans	Signed Performance Agreements and Plans submitted by set date	Signed plans Date	N/A	N/A	N/A	N/A	N/A	N/A	Section 56 and Middle Managers Performance Agreements and Plans signed and submitted to CoGTA EC by 30 August 2016	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				
K5.OMM	Good Governance	M&E/Risk services	N/A	4 Quarterly Performance Reports	Quarterly reports and Council	PMS Framework	Number of quarterly reports	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	4 Quarterly Performance reports adopted by	2016/17 Quarter 2 Performance Report	2016/17 Quarter 2 Performance Report	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					Resolutions	-PMS Policy -PMS Audit Charter	adopted by set date								council by 30 June 2017	adopted by Council by 31 January 2017Performance report	adopted by Council by 31 January 2017			
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
									Quarterly Cash flow							R 50 000.00				
K5.OMM.43	Good Governance and Public Participation	M&E/Risk services	N/A	Adoption of Mid-Term Performance Report	- Invitation , Program, Register of workshop - Mid-Term performance report and Council Resolutions	Adopted 2015/16 Mid-term report by council	Mid-term report adopted by set date	Report Date	N/A	N/A	N/A	N/A	N/A	N/A	Mid-Term performance report adopted by council by 25 January 2017	Host 1 Mid-term Workshop Mid-Term performance report adopted by council by 25 January 2017	Midterm workshop held and Midterm performance report adopted by Council on 31 January 2017	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil				
K5.OMM.44	Good Governance and Public Participation	M&E/Risk services	N/A	Revised 2016/17 SDBIP	Approved plan and Council Resolution	Approved 2016/17 SDBIP	Revised SDBIP approved by set date	Plan Date	N/A	N/A	N/A	N/A	N/A	N/A	Revised 2016/17 SDBIP approved by 28 February 2017	Revised 2016/17 SDBIP approved by 28 February 2017	SDBIP revised and adopted by Council on 31 January 2017	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET						
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE	
K5.OMM.45 & K5.OMM.46	Good Governance and Public Participation	M&E/Risk services	N/A	-Mid-Term Performance Assessments for MM, GM’s and Middle Managers	- Invitations, Registers and Assessment Reports	2015/16 Performance Assessments	Mid-term and Annual Performance Assessment held by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Annual performance Assessment of Section 56 and Middle Managers held by 30 September 2016	2016/17 Mid-term Performance assessment of Section 56 and Middle Managers held by 31 March 2017	Annual Performance Assessments were conducted for GM’s and Middle Managers	N/A	N/A	N/A	
				-Annual Performance Assessments for MM, GM’s and Middle Managers	-Personal Letters delivered and proof of delivery																
				Quarterly Cash flow➡						Nil	Nil										
K5.OMM.47	Good Governance and Public Participation	M&E/Risk services	N/A	- Annual Performance Report	Report, Audit Committee report and Proof of Submission	2015/2016 APR submitted to AG	Submitted APR by set date	Report Date	N/A	N/A	N/A	N/A	N/A	N/A	Submission of the 2015/16 Annual Performance Report to AG by 31 August 2016	N/A	N/A	N/A	N/A	N/A	
				Quarterly Cash flow➡						Nil	Nil	Nil	Nil	Nil	Nil						

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.48	Good Governance and Public Participation	M&E/Risk services	N/A	Annual Report adopted by council	- Invitation letters and proof of submission; AR and Council resolution on Tabling - Approved AR and Council Resolution on Approval	2014/2015 Annual Report adopted by council	Adopted Annual Report by set date	Report Date	N/A	N/A	N/A	N/A	N/A	N/A	2015/16 Annual report (AR) adopted by 30 March 2017	Invite the AG-SA, MEC-CoGta, Provincial and National Treasury to Council meeting where AR will be tabled Table 2015/16 AR to council by 30 January 2017	AG-SA, MEC-CoGta, Provincial and National Treasury to Council meeting were invited and attended the tabling of the AR Tabled 2015/16 AR to council by 30 January 2017	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
K5.OMM.56	Good Governance and Public Participation	M&E/Risk services	N/A	Submission of B2B reports to relevant stakeholders	Reports and Proof of submission	Reports submitted	Number of reports submitted by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Submit monthly reports on Back to Basic to the relevant stakeholders	3 Monthly Back to Basics reports submitted to relevant stakeholders	3 B2B Reports were submitted to stakeholders	N/A	N/A	N/A
															Nil	Nil	Nil	Nil	Nil	Nil
K5.OMM.49	Good Governance and Public Participation	M&E/Risk services	N/A	Review Risk management Framework, policy, plans and strategies	Policy and Plan, Council Resolution	Risk management Framework, policy and plan in place	Adopted reviewed risk management Framework policy, plan and strategy by set date	Policy and Plan Date	N/A	N/A	N/A	N/A	N/A	N/A	Review risk management Framework policy, Plan and Strategy by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	NIL	Nil	Nil	Nil	Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.50	Good Governance and Public Participation	M&E/Risk services	N/A	-Conduct risk management workshop - Development of risk register -Develop risk report (action plans) -Monitoring of taxonomy risk identification register	Risk report	Risk register in place	Date of adoption of risk register Number of reports done on risk monitoring	Date Number	N/A	N/A	N/A	N/A	N/A	N/A	Development and adoption of Completed risk register and 4 report on Monitoring of risk register by 30 June 2017	Risk Report	1 Risk Report prepared	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	NIL	Nil	Nil	Nil	Nil
K5.OMM.51	Good Governance and Public Participation	M&E/Risk services	N/A	Establish committee Quarterly sittings of committee	Attendance register minutes	Developed Terms of reference	Date of establishment and number of committee sitting by set date	Date Number	R 2 010 000.00	R10 000.00	05 10 35 5180 000	N/A	N/A	N/A	Establish risk management committee and Quarterly sittings of committee by 30 June 2017	Risk Management Report	No risk report	No Risk Management Report	Risk Management Committee hasn't sat	Risk Management committee to sit in Quarter 4
									Quarterly Cash flow →						R10 000.00	R 2 500				
K5.OMM.52	Good Governance and Public Participation	M&E/Risk services	N/A	Risk appetite and tolerance statement	Risk management statement report	Risk management register	Number of risk statements by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Establishment of 4 Risk appetite and tolerance statements by 30 June 2017	Risk Management Statement	1 Risk Appetite and Risk Tolerance Statement prepared	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	NIL	Nil	Nil	Nil	Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER THREE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q3	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.53	Good Governance and Public Participation	M&E/Risk services	N/A	Monthly monitoring of information security controls	Monthly reports	ICT Strategy	Number of monthly reports on Monitoring of information security controls done by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Monitoring of information security controls and 12 monthly reports by 30 June 2017	Monitoring of Information on Security Control (ICT) and 3 Report	1 Monitoring of Info Security controls report prepared	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	NIL	Nil	Nil	Nil	Nil
K5.OMM.54	Good Governance and Public Participation	M&E/Risk services	N/A	Risk management software	Risk software	Manual formulation of register and use of Microsoft excel	Date of software acquisition and installation	System Date	R800 000.00	R800 000.00	051030 5190 000	N/A	N/A	MSIG	Acquisition and Installation of the Risk Management software by 30 June 2017	Implementation on the Risk Management Software	Data uploading on the System	N/A	N/A	N/A
									Quarterly Cash flow →						R800 000	Nil	Nil	Nil	Nil	Nil
K5.OMM.55	Good Governance and Public Participation	M&E/Risk services	N/A	Risk maturity model twice year.	Risk maturity report	Level 2 on the maturity model	Number of reports done on the Risk maturity model	Number	N/A	N/A	N/A	N/A	N/A	N/A	Determination of the risk maturity model biannually by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil

