



MATATIELE

LOCAL MUNICIPALITY

# FOURTH QUARTER PERFORMANCE REPORT

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## PURPOSE

This report serves as the fourth 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.

## EXECUTIVE SUMMARY

This report is based on information received from each department for the fourth quarter assessment of performance ending 30 June 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	23	20	3	
COMMUNITY SERVICES DEPARTMENT	18	13	5	
CORPORATE SERVICES DEPARTMENT	51	47	4	
ECONOMIC DEVELOPMENT AND PLANNING DEPARTMENT	23	17	6	
INFRASTRUCTURE SERVICES DEPARTMENT	48	33	15	
OFFICE OF THE MUNICIPAL MANAGER	51	44	7	
OVERALL MUNICIPAL PERFORMANCE				

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## 1. VISION & MISSION

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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”**

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## 2. LEGISLATIVE MANDATES

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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.

QUARTER 4 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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:  12 May 2017: 14 June 2017: 14 July 2014.	Monthly reports were sent to National and Provincial Treasury on the following dates:  15 <sup>th</sup> May 2017; 13 <sup>th</sup> June 2017; 13 <sup>th</sup> July 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
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 July 2017	Quarterly reports were sent to National and Provincial Treasury on 13 <sup>th</sup> July 2017.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
K4.BTO.03	Municipal Financial Viability And	Budget Planning And Financial Reporting	N/A	Bank account details submitted to National and Provincial	Proof of submission and Acknowledgement of receipt	Bank account completed forms for financial	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	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				and Auditor-General		year 2014/15									Treasury by 01 July 2016					
									Quarterly Cash flow					→ Nil	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 on	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 July 2017	Quarterly reports were sent to National and Provincial Treasury on 13 <sup>th</sup> July 2017.	N/A	N/A	N/A
									Quarterly Cash flow					→ Nil	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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 <sup>th</sup> 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.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow → Nil						Nil	Nil	Nil	Nil	Nil	Nil
K4.BTO.05	Municipal Financial	Budget Planning And Financial	N/A	Bank reconciliations	12 monthly bank reconciliations reconciled to the	Submitted Bank reconciliation monthly basis to MTM,	Number of bank reconciliations reconciled to the General	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	12 monthly bank reconciliations reconcile to the	3 monthly bank reconciliations reconcile to the General Ledger and signed off by the Chief Financial Officer	3 monthly bank reconciliations were done on the following dates:	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					General Ledger and submitted to MTM, Standing Committee, EXCO, and Council.	Standing Committee, EXCO, Council.	Ledger and signed off by the CFO by set timeframe							General Ledger and signed off by the Chief Financial Officer by 30 June 2017.	by the following dates: 12 May 2017; 14 June 2017; 14 July 2017.	10 <sup>th</sup> May 2017; 06 <sup>th</sup> June 2017; 10 <sup>th</sup> June 2017.				
								Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil	
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	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,	3monthly investment register reconcile to the General Ledger and signed off by the Chief Financial Officer by the following dates: 12 May 2017; 14 June 2017; 14 July 2017.	3 monthly investment register were done on the following dates:  10 <sup>th</sup> May 2017;  06 <sup>th</sup> May 2017;  10 <sup>th</sup> July 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					ee, EXCO, and Council.										Standing Committee, EXCO, and Council by 30 June 2017.					
									Quarterly Cash flow					→ Nil	Nil	Nil	Nil	Nil	Nil	Nil
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 Guideline	Annual review of 8 policies within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines by 30 June 2017	Annual review and approval of policies was approved by council on the 29 <sup>th</sup> May 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
															s by 30 June 2017					
									Quarterly Cash flow					→ Nil	Nil	Nil	Nil	Nil	Nil	Nil
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	Servicing of taken loans and reporting to Management Team, Standing Committee, EXCO, Council and National Treasury and Provincial	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	3 monthly external and internal loans reconcile to the General Ledger and signed off by the Chief Financial Officer by the following dates:  12 May 2017; 14 June 2017; 14 July 2017.	The municipality has not taken up any loans in the 2016/2017 financial year	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					and National and Provincial Treasury	al Treasury									by the 10 <sup>th</sup> working day of the following month.					
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil
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 <sup>th</sup> working	3 monthly interim financial statements prepared and submitted to Management Team, Standing Committee, EXCO, Council on the following dates: 12 May 2017; 14 June 2017; 14 July 2017.	3 monthly interim financial statements were prepared and submitted on the following: 10 <sup>th</sup> May 2017; 12 <sup>th</sup> June 2017; 12 <sup>th</sup> July 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
															day of the following month.					
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil
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.	N/A				
									Quarterly Cash flow →						Nil	Nil				
K4.BTO.09	Municipal Financial Viability And Budget Planning And Financial	N/A		Submission of adjusted budget	adjusted budget submitted to MT, SC, EXCO, Council	2016/17 approved Budget	Adjusted budget submitted to Management Team, Standing Committee	Report Date	N/A	N/A	N/A	N/A	N/A	Operational	Prepare and Submit adjusted budget to Management Team,	N/A				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					and NT & PT and proof of submission		e, EXCO, and Council by set date								Standing Committee, EXCO, Council and National and Provincial Treasury by the 28th February 2017.					
									Quarterly Cash flow					→ Nil	Nil					
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	Submitted Process Plan to Management team, Standing Committee, EXCO, Council and National and Provincial Treasury	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	N/A				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
						and Provincial Treasury .	by set date.							Provincial Treasury by for the next financial year 10 months before start of new financial year						
									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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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 Provincial Treasury by the 31 <sup>st</sup> 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.	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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.	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.	The budget was approved by council on the 29 <sup>th</sup> May 2017.	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
	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	Budget Community Outreach held before 30 April 2017	Budget community meetings were held from 10 <sup>th</sup> – 13 April 2017.	N/A	N/A	N/A
									Quarterly Cash flow →						R200 000.00	R200 000.00	R200 000.00	Nil	Nil	Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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.	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.	The tariff settings were done and approved by Council on the 29 <sup>th</sup> May 2017.	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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: 12 May 2017; 14 June 2017; 14 July 2017.	One monthly report submitted to management team on the following dates:  10 <sup>th</sup> My 2017;  12 <sup>th</sup> June 2017 and 12 <sup>th</sup> June 2017.	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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				
									Quarterly Cash flow					R 2 000 000.00						

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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				
									Quarterly Cash flow						R15 000	N/A				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	R4 000 000.00	R4 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				
									Quarterly Cash flow					R 4 000 000	N/A					



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.17	Municipal Financial Viability And Management	Budget Planning And Financial Reporting		mSCOA Regulations	MFMA Circulars and Regulations	mSCOA Steering Committee	Appointed FMS Vendor and Upgraded systems by set date	Service Provider Systems date	R3 000 000.00	R3 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  Implementation of mSCOA compliant Financial Management System	Steering Committee Meeting was meant to be held on the 20 <sup>th</sup> June 2017 but due to SCM training, it was not possible to have it.	Steering Committee not sitting	Non-availability of the members due to training of Supply Chain.	The meeting is to be held in the new financial year.
									Quarterly Cash flow						R3 000 000	Nil	Nil	Nil	Nil	Nil

## UNIT: REVENUE AND EXPENDITURE MANAGEMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	<b>Billing</b> R12 357 316  <b>Receipts</b> R12 036 936.  Opening balance from quarter 3 ended March 2017 of R87 800 617 <b>has increased by R608 973.3 to R88 409 590.37</b>	R3000 000.00	Municipal debt is increasing as a result of non-payment by mainly the government departments	Incentives to be introduced to encourage payment
									Quarterly Cash flow →						NIL	NIL				

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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	Approved Valuation Roll by 30 June 2017	Supplementary valuation roll implemented for the period 01 July 2017 to 30 June 2018.  Service provider appointed for the valuation roll which will be implemented on 01 July 2018	none	none	n/a
									Quarterly Cash flow						R500 000 →					
				Debtors Reconciliations	Monthly reconciliations	Monthly Reconciliations are	Number of monthly debtor's	Number	N/A	N/A	N/A	N/A	N/A	Operational	Debtors Reconciliations Done on a monthly basis by 30 June	Monthly debtors reconciliation from the billing	Debtors reconciliations done and approved by the CFO on the	none	none	n/a

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
						done monthly.	reconciliations.								2017	system to the General Ledger and signed off by the Chief Financial Officer by the following dates:  12 May 2017  14 June 2017  14 July	following date:  05 May 2017  06 June 2017  11 July 2017			
									Quarterly Cash flow						Nil	→ Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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: 1 103  Alternative energy: Gel and oil 0 Solar 9 998  6 000 Solar	Provided free basic services to a total of 14 550 beneficiaries as follows  Electricity 3 453  Refuse and Rates: 1 103  Alternative energy: Gel and oil 0 Solar 9 998			

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																4 922				
									Quarterly Cash flow						R12 000 000.00	R3 000 000.00				
K4.BTO.21	Municipal Financial Viability And	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: April 2017 R661854.79 May 2017 R674954.47 June 2017	none	none	n/a

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	R683967.39			
									Quarterly Cash flow						Nil	Nil				
K4.BTO.24	Municipal Financial Viability And	Revenue And Expenditure Management	N/A	Billing of Accounts	Billing Report.	Billing done by 31 <sup>ST</sup> of the month and Posting of 7000 Accounts by the 15 <sup>th</sup> 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 <sup>th</sup> of each month	Billing done by end of the month and Posting of accounts by the 15 <sup>th</sup> of each month	Billing done at the end of month and postage done as follows:  Postage for April 2017 done on 10/05/17  Postage for May 2017 done on 12/06/2017	none	none	n/a

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	Postage for June 2017 done on 14/07/17			
									Quarterly Cash flow						R200 000.00	R50 000				
K4.BTO.22	Municipal Financial	Revenue And Expenditure	N/A	Smart metering installation	Installation of meters or number of meters	Non Smart Meters installed in the Matati ele area	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	1250 meters installed	none	none	n/a



IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				installed	where electricity is supplied by the municipality.				Quarterly Cash flow						R1 500 000.00	R375 000				
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	Debtors Masterfile has been successfully updated for 5000 accounts	none	none	n/a
									Quarterly Cash flow						R500 000.00	R125 000				

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEASURES OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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 <sup>th</sup> of each month	Signed Bank Authorizations of Salaries & Payroll Summary Report by 25 <sup>th</sup> of each month.	Payment of Salaries and Allowances is done on the 25 <sup>th</sup> 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 <sup>th</sup> of each month	Salaries made on the following dates:  25 April 2017  25 May 2017  23 June 2017	none	none	n/a

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									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 number of invoices received is 1292 as follows:  CAPEX 92  OPEX 1200  Invoices not paid within 30 days: 11  0.85% non-compliance with MFMA and  99.15% compliance with MFMA	0.85% non-compliance with MFMA	Late submission of invoices  Incomplete invoices submitted by end-user departments	Payment report with the number of payment runs per week and per month

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						Nil	Nil				
K5.BTO.04	Good Governance And Public	Revenue And Expenditure	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	Approval of reviewed policy by 31 May 2017	All budget related policies approved by Council on 29 May 2017	none	none	n/a
									Quarterly Cash flow						Nil	Nil				

UNIT: SUPPLY CHAIN MANAGEMENT

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION					QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET						
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
KIRTO.02	Basic Service Delivery	SCM	N/A	2016/17 Procurement Plan Management & Implementation	Approved Procurement Plan Monthly communication with department	Approved procurement plan-2015/16 Approved procurement	Approved Procurement Plan and Percentage of implementation by set date Approved Procurement Plan and Percentage	Plan Date Percentage Plan Date	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	N/A	N/A	N/A

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				ntation 2016/17 Procurement Plan Management & Implementation	ment regarding the procurement plan Approved specification reports Copies of bid invitation Monthly progress report to Management comm	t plan-2015/16	of implementation by set date	e Percentage							100% Implementation of the approved procurement Plan by 30 June 2017	100% Implementation of the approved procurements by 30 June 2017				
									Quarterly Cash flow						Nil	Nil →				

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					<p>Committee and quarterly report to council</p> <p>Approved Procurement Plan</p> <p>Monthly communication with department regarding the procurement plan</p> <p>Approved</p>															

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				specification reports	Copies of bid invitation	Monthly progress report to Management committee and quarterly report to council														



IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
KARTO 26	Municipal Financial Viability And Management	SCM	N/A	Dem and Managemen t	Proof of invita tion, updat ed regist er of accred ited prosp ective servic e provid ers,	Accre dited Prosp ective Servi ce Provi der Regist er for 2015/ 16 FY	Updated accredited Service Provider register by set date	Reg iste rs Dat e	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 accredite d prospecti ve service providers	Ensured that all procure ments are done to only service providers registere d on the CSD and whose tax matters are in order. Report submitte d on the 16 May 2017; 13 June 2017; 11 July 2017. Advertis ed on public notices encourag ing service providers to	N/A	N/A	N/A

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	register on CSD.			
									Quarterly Cash flow						200,000	N/A →				
K3 RTO.04	Local Economic Development	SCM	NA	Dem and Managemen t (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	N/A	N/A	N/A	N/A	N/A	N/A	Host Supplier Day by 30 June 2017	Supplier day by 30 June 2017	Ensured that all procurements are done to only service providers registered on the CSD and whose tax matters are in order.			
K3 RTO.01	Local Economic	SCM	N/A	Acquisition Managemen t (1)	Awarded bids, Deviation Register, Reports on Regul	Awarded bids, Deviation Register, Reports on Regul	Percentage of procurements between R30 000.00 and R20 000.00 procured	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	100% of procurement between R30 000- R200 000 were awarded to local service providers	N/A	N/A	N/A

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K3RTQ02					ation 32 bids ,	ation 32 bids for 2015/6 FY	locally by set date										, report for fourth quarter submitted on the 11 July 2017.			
				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	11 % of procurement above R200 000 was awarded to local service providers .	Implementation of SCM policy, awards made to recommended and competent services providers.	N/A	Subject to availability of needed specialized services from Local service providers.

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K3 RTO 03	Municipal Financial Viability and	SCM	N/A	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	100% of the procurement above R30 000 and above R 200 000 were procured through normal bidding processes.	N/A	N/A	N/A
															N/A	N/A				
K4 RTO 27	Municipal Financial	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	MFMA Bid Committees Training conducted by Palama on the 19 – 23 June 2017	N/A	N/A	N/A

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
															N/A	N/A				

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4 RTO 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	From 9 bids awarded through competitive bidding during the fourth quarter, 8 bids were awarded within 80 days, which is 99%. However for bids between R30 000 – R200 00 through quotations was awarded within 60 days.	One award made after 80 days.	Due to delays from Internal Audit Unit review of compliance.	Reduce compliance reviews schedule .

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
															N/A	N/A				
<b>K4 RTQ 29</b>	<b>Municipal Financial Viability And Management</b>	<b>SCM</b>	<b>N/A</b>	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 report on 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	Monthly report on non-Irregular expenditure submitted to Management team meeting on the 16 may 2017; 13 June 2017; 11 July 2017.	N/A	N/A	N/A

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				diture											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.				
															N/A	N/A				
K2 RTO 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	N/A	MFMA Bid Committees Training conducted by Palama on the 19 – 23 June 2017	N/A	N/A	N/A



IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4 RTO 30	Municipal Financial Viability And Management	SCM	N/A	Stores management	Quarterly stock counts Recon on stock counts Re-order levels report		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	Perform Annual Stock count by 30 June 2017 1 Reconciliation of stock counts to General Ledger, 1 Investigate and report on discrepancies  Investigate and report on discrepancies	Stock counts, Reconciliation of stock counts to General Ledger, Investigation and report on discrepancies performed on the 07-09 June 2017.  Annual stock take performed on the 10 July 2017.	N/A	N/A	N/A
															N/A	N/A				

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4 RTQ 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 done quarterly	N/A	N/A	N/A	N/A
				Fixed Asset management	4 Recons, 4 Report on update	There is an Updated Fixed Asset	Number of recons and reports on Updated Asset Registers	Number							4 Quarterly Asset reconciliations to General	One Assets reconciliation to General Ledger	N/A	N/A	N/A	N/A

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4 RTO 38				ment (2)	ed Asset Register	Register for 2015/16	submitted								Ledger and 4 report on Updated Assets Register submitted to MTM. STANCO, EXCO and Council	and 1 report on Updated Asset Register submitted to MTM. STANCO, EXCO and Council				
				Fixed Asset management (3)	4 lists of obsolete assets, Report on Disposal of assets, Notice of identified obsolete	There is an Updated Fixed Asset Register for 2015/16	Percentage of disposal of approved obsolete through public processes by set date	Number Date							Identification of obsolete assets and 100% Disposal of approved obsolete assets through public processes by 30 June 2017	One schedule of obsolete assets submitted to MTM, STANCO, EXCO and Council  100% Disposal of obsolete identified and approved assets by	N/A	N/A	N/A	N/A

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					assets											30 April 2017				
									Quarterly Cash flow						Nil	Nil →				

K/4 RTO-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	9 contracts were awarded and signed appointment letters, SLA,s during the fourth quarter ended 30 June 2017 as follows:  1.  Provision for Internal Audit Services – bid was awarded on the 18 April 2017  2.  Construction of Lagrange Pedestrian Bridge bid was awarded on the 18	N/A	N/A	N/A			

																<p>April 2017</p> <p>3.</p> <p>Supply and Delivery of Cold asphalt - bid was awarded on the 18 April 2017.</p> <p>4.</p> <p>Construction of Mnqayi Culvert Bridge – bid awarded on the 05 May 2017.</p> <p>5.</p> <p>Provision of Surveillance cameras in Municipal Properties: Phase 1 – bid awarded on the 05</p>			
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IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	May 2017.  6.  Construction of Water Reservoir – bid was awarded on the 05 May 2017.  7.  Appointment of professional civil engineers (3) – bid awarded on the 01 June 2017.			

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4 RTO 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	The 9 projects were submitted to National treasury and CIDB within 10 days after month end, 16 May 2017; 14 June 2017; 14 July 2017.  9 Contracts have been added to contract register.	N/A	N/A	N/A



IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						Nil	Nil →				
K2 RTQ.02	Municipal Financial Viability And Management	SCM	N/A	Fleet management	12 fleet abuse cases and accidents reports  Vehicle Licensing, Vehicle service	Fleet management procedures  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 accident report	Monthly report on fleet abuse cases and accidents submitted to Management Team Meeting on the, 16 May 2017; 13 June 2017; 11 July 2017.	N/A	N/A	N/A

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				e orders											Ensure 80% Roadworthy municipal fleet by 30 June 2017	Ensure 80% Roadworthy municipal fleet	Repairs, Maintenance, fleet administration fees and licensing to ensure all municipal vehicles are licensed.			
									Quarterly Cash flow →						R480 000.00	R120 000.00	R152 652.61			

IDP REF	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K5 RTO.02	Good Governance And Public Participation	SCM	N/A	SCM policy and Fleet Management policy and Infrastructure procurement policy	Approved SCM Policy, Fleet Management Policy and Infrastructure procurement policy with Council Resolutions	Approved SCM Policy, Fleet Management Policy and Infrastructure procurement policy for 2016/2017	Reviewed SCM policy, Fleet Management policy and Infrastructure Procurement Policy by set date	Policies 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	Approval of reviewed policy by council on 31 May 2017	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				

COMMUNITY SERVICES DEPARTMENT

UNIT: ENVIRONMENTAL AND SOLID WASTE MANAGEMENT

	NATIONAL KPA	DEPARTMENTAL PROJECT NAME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE 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	R 500 000.00	R 500 000.00	3 Projects Progress Report	N/A	N/A	Operational	To establish 20km of firebreaks in the Nature Reserve by 30 June 2017	Procurement Services and 20 km fire break establishment	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R 500 000.00	R10 800.00				

	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K1.CMS.02	Basic Service Delivery	Environmental Management And Conservation		Control of illegal dumping	Reports and pictures of before and after cleaning	08 illegal dumps in Matatiele 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	An illegal dumping was cleared in railway road just below St Monicas School.  Clearing of illegal dumping site opposite Santa TB Hospital.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
K5.CMS.01	Good Governance And Public	Environmental Management And Conservation	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	N/A	N/A	
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil

	NATIONAL KPA	DEPARTMENTAL PROGRAM	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K1.CMS.03	Basic Service Delivery	Environmental Management		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.	N/A	N/A	N/A	N/A	N/A
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 residential area 3 reports	Cleaning and refuse removal in the CBD and residential area was done and 3 monthly reports compiled during this quarter.	N/A	N/A	N/A
Quarterly Cash flow															R 2 520 000.00	R630 000.00				

	NATIONAL KPA	DEPARTMENTAL PROGRAM	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K1.CMS.06	Basic Service Delivery	Environmental Management and Solid Waste	20	Cemetery management	Reports	3 cemeteries	Number of report on cemetery management serviced produced by set date	Number	N/A	N/A	N/A	N/A	N/A	N/A	Produce 12 monthly report on the cemetery management services by 30 June 2017	Ongoing maintenance of Cemetery and digging of graves	12 graves were dug in Maluti and 10 were dug in Matatiele	N/A	N/A	N/A
									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 has been done and 3 monthly reports compiled.	N/A	N/A	N/A

	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									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	Cutting grass, opening drains and pruning trees in the residential and CBD area	Grass cutting and opening of drains both in the CBD and the residential area has been done	N/A	N/A	N/A



	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
														Park by 30 June 2017						
									Quarterly Cash flow						R 3 675 000.00	R 918 750.00				

UNIT: PUBLIC PARTICIPATION AND EPWP

	NATIONAL KPA	DEPARTMENTAL PROGRAM	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET						
									ACTUAL	PROJECT	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE	
K5.CMS.04	K5.CMS.03	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	R150 000.00	R50 000.00	25415370000	N/A	N/A	Operational	Facilitation of the introduction of Ward Cllrs to Communities and Traditional Council by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									R150 000.00	R50 000.00	25415370000	N/A	N/A	Operational	Establishment and inauguration of ward committees for 26 Wards by 30 June 2017.	One Ward Committee meeting held per ward (one meeting per ward)	One Ward Committee meeting is held per Ward	N/A	N/A	N/A	

	NATIONAL KPA	DEPARTMENTAL PROJECT	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL	PROJECT	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K5.CMS.05									R150 000.00	R450 000.00	25415370000	N/A	N/A	Operational	Establishment of 26 war rooms in the Municipality by 30 June 2017.	One war room meeting held per ward (One Meeting per ward)	The War rooms are still waiting for the launch to be fully functional	Yes	Lack of funds	Launch will be done in the next financial year and the War room meetings will hold monthly meetings from July 2017.
									Quarterly Cash flow						→					
K5.CMS.07	Good Governance and Public	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(1) consolidated war-room reports by 30 June 2017	Consolidated a report for two war rooms that are functioning properly.			
									Quarterly Cash flow						Nil	Nil				

	NATIONAL KPA	DEPARTMENTAL PROGRAM	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL	PROJECT	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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 sessions on disaster management issues and municipal by-laws by 30 June 2017	13 Public education and engagement sessions (one session per ward)	Public education sessions were held in 19 Wards where communities were educated about the Municipal Services and how to access them, such as free basic services for disadvantaged people.	N/A	N/A	N/A
									Quarterly Cash flow →						R100 000.00	R40 000.00	N/A			

	K5.CMS.10	K5.CMS.09	NATIONAL KPA	DEPARTMENTAL PROGRAM	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION					QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
											ACTUAL	PROJECT	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION
		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 2 petitions received	N/A	N/A	N/A
										N/A	N/A	N/A	N/A	N/A	Operational	100% management of applications for marches by 30 June 2017	100% management of applications for marches	100% of march applications received	N/A	N/A	N/A
										Quarterly Cash flow					Nil➡	Nil	Nil				

	NATIONAL KPA	DEPARTMENTAL PROGRAM	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL	PROJECT	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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 6 and 10 by 30 June 2017	The establishment of residential addresses was referred to Mr Nkonzombi from the Post office since it is their area of expertise	N/A	N/A	N/A
									R 810 000.00	R100 000.00	0525415180	NA	NA	Operational	Verifying residential addresses in wards 2,3,6,10 by 30 June 2017	Verification of residential addresses in wards 6 and 10 by 30 June 2017	The Unit doesn't have any capacity to do the registration and verification of residential addresses.	N/A	N/A	N/A
									Quarterly Cash flow						R100 000.00	R 50 000.00	N/A	N/A	N/A	N/A

	NATIONAL KPA	DEPARTMENTAL PROGRAM	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL	PROJECT	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K3.CMS.01	Local Economic Development	Public Participation	All	Administration and management of EPWP initiatives and grant fund	Signed contracts, Project progress reports, Payments scheduled and proof of payment	468 EPWP beneficiaries IN 2015/2016	Number of EPWP beneficiaries to contract by set date.	Number and date	R 2 250 000.00 and R 1 790 000.00	R 4 040 000.00	05 30 35 4980 059 ; 05 30 35 4691 001; 05 30 35 5521 000	N/A	N/A	CRR and Incentive grant	Contract 286 EPWP Beneficiaries by 30 June 2017	Monitoring and reporting to public works and municipality	Monitored and one report submitted to public works and Municipal Council.			
															R 4 040 000.00	R1 010 000.00	R1 010 000.00			

## 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 2016/17EX	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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.	N/A	Specifications completed, submitted to SCM, waiting for advertisement	Yes	Could not be processed due to incorrect documents submitted	Follow up with SCM
									Quarterly Cash flow						R100 000.	R100 000.	N/A	Nil		
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	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	N/A	Project was completed in Q-1	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 2016/17EX	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
							ground by set date		Quarterly Cash flow						R250 000.00	N/A	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	Could not be processed due to incorrect documents submitted	Follow up with SCM
									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	N/A	Advert closed. Waiting for appointment of service provider.	Yes	Procurement processes were delayed due to insufficient budget.	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 2016/17EX	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									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	N/A	Motorcycle procured. Waiting for delivery	N/A	N/A	N/A
									Quarterly Cash flow						R500 000.00	Nil	R384 000.00			
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	Servicing of Fire extinguishers in Cedarville	Specifications completed, submitted to SCM, waiting for advertisement	Yes	Could not be processed due to incorrect documents submitted	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 2016/17EX	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									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	N/A	1 fire awareness conducted	N/A	N/A	N/A
									Quarterly Cash flow						N/A	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 2016/17EX	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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)	371 drivers tested, 601 Learners licences, 556 m/v tested (1528)	N/A	N/A	N/A
									Quarterly Cash flow						2'047'500	511'875				

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 2016/17EX	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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	R1 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	2138 m/v licensed	N/A	N/A	N/A
									Quarterly Cash flow						1'260'000	315'000	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 guidelines 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.	2790 stopped (646) notices issued.	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 2016/17EX	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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	182 routine patrols conducted.	N/A	N/A	N/A
									Quarterly Cash flow						Nil →	Nil				

## 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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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 underwater 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	Roll out and completion of the supply and installation of the underwater machine.	Request for Quotations advertised on 14 February and closed on 22 February 2017. <b>Ethandwa Kwandlovu Trading (Pty) Ltd</b> was appointed for the amount of R36,480.00 to supply the	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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 28 April 2017 was advertised on 21 April 2017 in the Pondo Newspaper. The Special Council meeting of 29 May 2017 was advertised on 19 May 2017 in the	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	Fever Newspaper.			
K2.CRS.13	Municipal Institution Development And Transformation	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 Chairpersons 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
	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 4 days after the Ordinary Council of 28 April 2017 and submitted	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	ed to the Manager: Admin. Support and Public Amenities Units and the Speaker of Council on 2 May 2017. Resolutions were produced within 10 days after the Special Council of 29 May 2017 and submitted to the Manager:			

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	Admin. Support and Public Amenities Units and the Speaker of Council on 8 June 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 April to June 2017 meeting s drawn up for MTM meeting of 16 May 2017, 13 June and 3 July 2017. Reports reflected as	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	item 3.1 of MTM reports			
K2.CRS.15	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	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 scheduled meetings	Issuing of management team meeting notice 1 week before the scheduled meeting	The Notice (Coretal k) of the MTM of 4 April 2017 was issued on 28 March 2017 and then again on 6 April 2017 after the meeting was postponed to 11 April 2017. The Notice (Coretal k) of the MTM	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	of 16 May 2017 was issued on 05 May 2017. The Notice (Coretal k) of the MTM of 13 June 2017 was issued on 6 June 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	• Annual Calendar of meetings	Number of MTM agenda issued	Number	N/A	N/A	N/A	N/A	N/A	N/A	Preparation and consolidation of 12 MTM Agenda	Issuing of 3 MTM agenda 24 hours before the scheduled meeting. <b>4 April, 16 May and 6 June 2017</b>	Agenda was issued 24 hours before the scheduled meeting – on 3 April 2017, 15 May	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	and 5 June 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	• 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, 2 weeks after the meeting	Minutes produced and submitted to the Chairperson (The MM) and the Manager: Admin. Support and Public Amenities Units on 25 April 2017 for of the Meeting of 11 April 2017. Minutes produce	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	d and submitted to the Chairperson (The MM) and the Manager: Admin. Support and Public Amenities Units on 30 May 2017 for of the Meeting of 16 May 2017.			
K2. CRS.18	Municipal Institution	Administration Support And Public	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 49 10 000	N/A	N/A	N/A	Facilitation of appointment of a Safety and Security Services provider	Appointment and conclusion of the service level agreement for safety	Appointment letter issued to Khuseni Security &	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
															on key municipal premises by 30 June 2017.	and security services.	<b>Risk Management (Pty) Ltd (KSA) on 3 February 2017. The Service Level Agreement (SLA) is with effect from 1 March 2017.</b>			
<b>K2.CRS.19</b>	<b>Municipal Institution Development And Transformation</b>	<b>Administration Support And Public Amenities</b>	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	Evaluation of the safety and security services bid. Appointment and conclusion of the service level agreement	Request for Quotations advertised on 17 February and closed on 28 February 2017. RLM	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
															Rank, Coffee pot Taxi Rank and Maluti Taxi Rank) by 30 June 2017.	t for safety and security services.	Trading appointed to start with effect from 1 April 2017 to 31 July 2017. TOR was submitted to SCM and an request for quotations placed on 28 June 2017 for services to be provided for 2017/2018 (from 1 August 2017 to			

PROJECT NO.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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 were received from Khuselani Security & Risk Management (Pty) Ltd and the quarterly meeting held on 29 June 2017.	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 FOUR (4) PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/167FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.20	Municipal Institution Development And	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 30/06/17	3 monthly reports done by 30/06/17	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/Driver Services) 30 June 2017	1 quarterly report on: Library, Museum, Cleaning Services and Messenger/Driver Services plus Minutes of 1 meeting by 30/06/17	1 quarterly report on: Library, Museum, Cleaning Services and Messenger/Driver Services plus Minutes of 1 meeting held on 29 June 2017 is available.	N/A	N/A	N/A

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								To provide staff with necessary protective uniform by 30 June 2017	Delivery of protective clothing.	1. After the procurement processes were finalized appointment letters were issued to On e Price issued with order (number 266 05) to supply 37 Fle
					R160,000.00	R160,000.00	05 25 30 5521 000	N/A	N/A	N/A				N/A
														N/A
														N/A

																	ece Jac ket s for the am oun t of R1 5,5 40. 00 and <i>Ndi          me          ni          Tra          ini          ng          &amp;          De          vel          op          me          nt          Ser          vic          es          on          9          De          ce          mb          er          201          6          for          the          am          ou          nt          of          R1          03,</i>			
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																	000 .00. 2. On e Pri ce deli ver ed 36 flee ce jac ket s as the y had a pro ble m wit h the fact ory . A ne w ord er wa s on 16 Ma y 201 7, nu mb er <b>170 4</b> and			
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																	an inv oic e am oun tin g to R1 5,1 20. 00 wa s sub mit ted to the cre dit ors offi ce. 3. Aft er fitti ngs wer e don e and the ser vic e pro vid er sho we d the staf f			
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																	the boo t she inte nde d to pur cha se the staf f rais ed thei r dis sati sfa ctio n the ord er for the 32 pai rs of boo ts wa s can cell ed on 16 Feb rua ry 201 7. An			
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																	order was s app rov ed on 30 Ma y 201 7 for So nde la Sto res to pro vid e the boo ts for the am oun t of R1 7,5 99. 68 (Or der No. 001 890 ) 4. <b>On 31 Ma y 201</b>			
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																	7 an inv oic e for the am ou nt of R8 8,0 00. 00 wa s rec eiv ed fro m <i>Ndi me ni Tra ini ng &amp; De vel op me nt Ser vic es for ite ms deli ver ed.</i>			
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UNIT: HUMAN RESOURCES MANAGEMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	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  Council resolution on adoption of the reviewed 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	Consultation on the consolidated draft staff establishment presentation for adoption at governance levels	Consolidated Staff establishment was presented at the governance structures as follows:  - MTM – 04/04. - CS STANCO – 20/04. - Exco – 24/04. - Council – 28/04. Staff establishment was adopted by Council at its Meeting held on 28 April 2017.	N/A.	N/A.	N/A.
									Quarterly Cash flow						None →	Nil	Nil	N/A.	N/A.	N/A.

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 fifteen (15) new appointments during the period under review.  The 15 appointed commenced working for the MLM as follows: - 4 in April 2017 - 03 in May. 2017 - 08 in June. 2017 A total of thirteen (13) post requisitions received during the quarter but delayed, due to budgetary constraints.	N/A.	N/A.	N/A.
									Quarterly Cash flow					→ Nil		Nil	Nil	N/A.	N/A.	N/A.
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	R1 100 000.00	2535 5470 000	N/A	N/A	Own revenue	Twenty (20) training programs to be rolled out by 30 June 2017	Six (6) Training Programs to be implemented	A total of six (06) training interventions were coordinated, where 61 employees and 18 Cllrs benefited. The trainings were as follows:  -MPAC) & Risk Audit (X13) – 24 – 25/04; -Risk Based IT Auditing, Internal Controls & Compliance Management (X02) – 11 – 12/05;	N/A.	N/A.	N/A.

[illegible]

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.	Approval and Submission of the WSP to Local Government SETA by 30 April 2017.	2017/2018 WSP was submitted on 26/04/2017	N/A.	N/A.	N/A.
									Quarterly Cash flow					Nil →	Nil	Nil.	N/A.	N/A.	N/A.	
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	N/A	N/A.  There was nothing planned for the period under review.  <b>Project completed in Q2.</b>	N/A.	N/A.	N/A.
									Quarterly Cash flow					Nil →	Nil	Nil.	N/A.	N/A.	N/A.	
K5.CRS.02	Good Governance And Public	Human Resource Management	N/A	Conducting of amended HR policies workshops	Workshop Attendance Register	Reviewed HR policies	Number of municipal departments that receive	Number Date	R 30 000.00	R 30 000.00	2535 5180 000	N/A	Inferral	Own	Workshop six (6) municipal departments on HR	(2) Two Municipal Departments will receive workshop	Workshop was arranged and held for all employees appointed from Nov 2016 and those that were on suspension	N/A.	N/A.	N/A.

						d worksh ops on HR Policie s by set date								polices by 30 June 2017	on HR Policies	until 25 April 2017 on 22 May Policy.  A total of .... Employees attended from the ... following Departments:  - Infrastructure - Community Services, & - Corporate Services				
									Quarterly Cash flow				30 000 ➡	10 000	Nil.	N/A.	N/A.	N/A.		
K5.CRS.02	Good Governance And Public Participation	Human Resource Management	N/A	Conducti ng Worksho ps on labour relation issues (awarenes s workshop s on labour relation legislatio n, collective agreement s and decided labour law cases	Attenda nce Register s	Labou r relatio ns policy and labour legisla tion	Number of municipa l departme nts that received worksho ps on Labour Relation s Issues by set date	Num ber Date	R 30 000.00	N/A	2535 5180000	N/A	Internal	Own	Worksho p six (6) municipa l departme nts on labour relations issues done by 30 June 2017	Two (2) Municipal Departmen ts will receive workshop on Labour Relation Issues	Workshop was arranged and held for all employees appointed from Nov 2016 and those that were on suspension until 25 April 2017 on 22 May Policy.  A total of 48 Employees attended from the following Departments:  - Infrastructure - Community Services, & - Corporate Services	N/A.	N/A.	N/A.
									Quarterly Cash flow				30 000 ➡	10000	Nil.	N/A.	N/A.	N/A.		



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 30 June 2017	Three (3) Payroll input submission to BTO as at 30 June 2017.	N/A.	N/A.	N/A.
									Quarterly Cash flow					Nil →	Nil	Nil.	N/A.	N/A.	N/A.	
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 30 June 2017	Three (3) monthly leave management reports prepared and presented at MTM as at 30 June 2017. Leave reconciliation for Q3 and for two months (April & May) were circulated to all, in April and June 2017, respectively.	N/A.	N/A.	N/A.
									Quarterly Cash flow					Nil →	Nil	Nil.	N/A.	N/A.	N/A.	
K2.CRS.06	Municipal Institutional Transformation And	Human Resource Management	N/A	Staff excellence recognition awards (Khanya Naledi Day)	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 2016	N/A	N/A.  There was nothing planned for the period under review.  <b>Project completed in Q2.</b>	N/A.	N/A.	N/A.

									Quarterly Cash flow						500 000 →	Nil	Nil.	N/A.	N/A.	N/A.
K2.CRS.07	Municipal Institutional Transformation And Development	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	There were three educational awareness sessions held during Q4, and were as follows:  Financial Wellness on 22 - 30 May 2017; Wellness evaluation on 18 May 2017. Blood donor education on 08 June 2017.	N/A.	N/A.	N/A.
									Quarterly Cash flow						Nil →	Nil	Nil.	N/A.	N/A.	N/A.
K2.CRS.08	Municipal Institutional Transformation And Development	Human Resource Management	N/A	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 was held on 21 April 2017.  More & the above, the Committee was trained on 28 to 30 June 2017.	N/A.	N/A.	N/A.
									Quarterly Cash flow						N/A	N/A	Nil.	N/A.	N/A.	N/A.
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	Employee health and safety, workplace	Number of wellness programs events	Number Date	R450 000.00	R 450 000.00	2535 5306 000				Conduct two (2) wellness programs events by 30 June	N/A	N/A.	N/A.	N/A.	N/A.

					report	HIV/A IDS and EAWP policie s in place	conduc ted by set date							2017		There was nothing planned for the period under review.				
								Quarterly Cash flow						R 450 000.00	Nil	Nil.	N/A.	N/A.	N/A.	
K2.CRS.10	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Signing of Performa nce Plans for Task Grade 14 –07 Employee s	Schedul e of Signed Plans	IPMS Policy	Signed perform ance plans for Task Grade 14-07 employ ees by set date	Signe d Plans  Date	N/A	N/A	N/A	N/A	N/A	N/A	Signing of Perform ance Plans for Task Grade 14-07 employ ees by March 2017	N/A	There was nothing planned for the period under review.	N/A.	N/A.	N/A.
									Quarterly Cash flow						Nil	Nil	Nil.	N/A.	N/A.	N/A.
K2.CRS.11	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Quarterly performa nce Review for Task Grade 14 – 07 Employee s	Signed Schedul es and Quarterl y Perform ance Review s	Mid- year and Annua l Perform ance Assess ments for 2015/1 6 FY	Number of quarterl y perform ance reviews	Num ber	N/A	N/A	N/A	N/A	N/A	N/A	Quarte rly perform ance review s for Task Grade 14-07 employ ees by 30 June 2017	One (01) Quarterly performan ce reviews for Task Grade 14- 07 employees	A total of 109 officials (Non – Managers) were assessed for Mid – term performance, assessments were scheduled & conducted from 23, 27, 28 and 29 March; 11, 24 to 23 May 2017.  The total of employees assessed were made of	N/A.	N/A.	N/A.

[illegible]



## UNIT: INFORMATION AND COMMUNICATION TECHNOLOGY

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	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	Approved four (4) ICT Governance Policy Framework documents	The four(4) ICT Governance Policy Framework Documents presented on Council held on 29 May 2017 and approved (CR 153/29/05/2017)	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	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	Approval of policies	Reviewed File Plan, Registry, records and archive policy, were presented on Council held on 29 May 2017 and approved  (CR 153/29/05/2017)	N/A	N/A	N/A
									Quarterly Cash flow						N/A	N/A	N/A	N/A	N/A	N/A
K5.CRS.06	Good Governance and Public	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 one ICT Steering meeting as per calendar of meetings	Agenda made and meeting request sent	The ICT Steering committee meeting didn't seat	None availability of committee members	Members be workshop and accept to prioritize Committee meeting

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						→ N/A	N/A	N/A	N/A	N/A	N/A
K2.CRS.24	Municipal Institution Development And 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	Four (4) newly bought laptops were both configured to connect via VPN Client	N/A	N/A	N/A
									Quarterly Cash flow						→ N/A	N/A	N/A	N/A	N/A	N/A



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 REV.	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	Appointment of intranet and Extranet implementer  Development and configuration of Intranet and Extranet services  Connecting and holding a user basic tutorial workshop	Advertisement of the bid on 24 April 2017) and re advertisement (05 June 2017)	No appointment of a service provider	Bids were none responsive	To continue with the project in 2017/18 FY
									Quarterly Cash flow					R200 000	N/A	N/A	N/A	N/A	N/A	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.28	Municipal Institutional Transformation	Information And Communication Technology	N/A	Installation of optical Fibre Link between Civic Centre Offices and Public Safety Offices	ToRs Advertise ment 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	Testing and Commissioning of Optical Fibre between 102 Main Street and Traffic Offices	The project completed in March 2017, the optical Fibre link was commissioned on 27 February 2017	N/A	N/A	N/A
									Quarterly Cash flow →						N/A	R200 000	R479 598.00	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.29	Municipal Institutional Transformation And Information And Communication Technology	N/A	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	Installing and Configuration of all Cameras  Testing and Commissioning of Cameras to one central storage at 102 Main Street	Installed and configured Surveillance Cameras	N/A	N/A	N/A
									Quarterly Cash flow						R504 000	R498 786.76	N/A	N/A	N/A	N/A
K2.CRS.30	Municipal Institutional Information And Communication Technology	N/A	N/A	Establishment of full functional helpdesk through Service Manager	ToRs for Service Manager configurations  Advertisement of the Bid	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	Presentation of detailed monthly ICT incident reports	Detailed Monthly ICT Incident reports compiled using System Centre	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				er System	Monthly reports										by 30 June 2017					
									Quarterly Cash flow						→ N/A	R190 000	<b>R187 109.34</b>	N/A	N/A	N/A
K2.CRS.31	Municipal Institutional Transformation And Information And Communication Technology	N/A	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	3 detailed monthly reports on review of Firewall and domain controller audit logs incident compiled	N/A	N/A	N/A
									Quarterly Cash flow						→ N/A	N/A	N/A	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	Develop three (3) workflow processes  Present three (3) workflows to management  Configure three (3) workflows  Conduct user workshop for workflows utilization	Three (3) Workflows were developed,	The following targets were not met  Present three (3) workflows to management  Configure three (3) workflows  Conduct user workshop for workflows	Our current EDMS uses old Database Architecture	To upgrade our Database to current Technologies.

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																		utilization  All depended on the EDMS being upgraded		
									Quarterly Cash flow					→ N/A	N/A	N/A	N/A	N/A	N/A	N/A
K2.CRS.33	Municipal Institutional Transformation	Information And Communication Technology	Good governance and public	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	detailed report on usage of cellular phones and mobile data cards	Included in ICT Section C monthly reports	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
														December 2017						
									Quarterly Cash flow						R805 000	R325 000	R341 221.22	N/A	N/A	N/A
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	Three (3) detailed reports on access and usage of telephones lines done	N/A	N/A	N/A
									Quarterly Cash flow						R1 200 000	R201 000	R312 091.40	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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 laptops	Three (3) monthly reports and payments for laptops	N/A	N/A	N/A
									Quarterly Cash flow →						R261 000	R87 000	R86 014.14	N/A	N/A	N/A
K2.CRS.37	Municipal Institution	Information And Communication Technology	Good governance and public	Facilitation of website hosting services	Monthly reports on website availability  Proof of payment for hosting	Service Level Agreement is in place for website	Number of monthly report on provision and monitoring of website availability	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	Presentation of 3 monthly reports on detailed audit logs to ensure municipal website availability	Three (3) monthly reports on detailed audit logs to ensure municipal website availability	N/A	N/A	N/A



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				website services	hosting	ity by set date									availability by 30 June 2017					
									Quarterly Cash flow →						R 60 000	R15 000	<b>R12 000</b>	N/A	N/A	N/A
K2.CRS.26	Municipal Institution Development	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 set date	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 June 2017	10Mbps internet services through microwave configured for municipal offices	Advertisement (Opening date was 10 May 2017 – and closing date is 08 May 2017)	Appointment and configuration was not done	The Bid was non responsive	The project be continued in the next Financial Year
									Quarterly Cash flow →						R60 000.00	R60 000.00	N/A	N/A	N/A	N/A
K2.CRS.25	Municipal	Information And Communication	N/A	Maintenance of VPN connection to all other	Contract SLA Proof of payments	Contract and Service Level Agreement	Continued provision VPN computer network	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	To provide 12 monthly reports on VPN	Presentation of 3 Detailed reports on VPN computer network availability to	Three (3) Detailed reports on VPN computer network availability	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				municipal sites		with Telkom are in place	throughout all municipal office								computer network to all office by 30 June 2017	municipal sites	to municipal sites			
									Quarterly Cash flow					R564 000	R564 000	R141 000	R134 456.15	N/A	N/A	N/A
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	Presentation of 3 monthly reports on submission of Invoices	Three (3) monthly reports on submission of Invoices	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
															June 2017					
									Quarterly Cash flow						→ N/A	N/A	N/A	N/A	N/A	N/A
K2.CRS.36	Municipal Institution Development	Information And Communication Technology	Good governance and public	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 (1) User ICT workshop was conducted to all departments (17 May – 08 June 2017)	N/A	N/A	N/A
									Quarterly Cash flow						→ N/A	N/A	N/A	N/A	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	Q4	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 Establishment approved by 30 June 2016	Township not established by 30 June	Opening of Township Register by 30th June 2017	Township Board was nullified when SPLUMA was effected in 2015.MLM had not yet gazette Tribunal till June, 2017 so there was no approving body	Tribunal gazetted by June 2017 and the layout will be submitted for approval in the first quarter 2017/18 FY
									Quarterly Cash flow →						R200 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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	Draft Township layout adopted by 30 June 2017	Township not established by 30 June	Opening of Township Register by 30th June 2017	Township Board was nullified when SPLUMA was effected in 2015.MLM had not yet gazette Tribunal till June, 2017 so there was no approving body	Tribunal gazetted by June 2017 and the layout will be submitted for approval in the first quarter 2017/18 FY
									Quarterly Cash flow						R150 -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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K6.EDP.03	SPATIAL CONSIDERATIONS	Development Planning	Ward L 19,20 and 26	6.3. Planning & Survey – Maluti, Cedarville and Matatiele Commercial township	Appointment letter, Township layout, ROD and Council Resolution for Adopted Township layout	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	Preliminary surveys and Draft Township layout completed 30 March 2017	Township not established by 30 June	Opening of Township Register by 30th June 2017	Township Board was nullified when SPLUMA was effected in 2015.ML M had not yet gazette Tribunal till June, 2017 so there was no approving body	Tribunal gazetted by June 2017 and the layout will be submitted for approval in the first quarter 2017/18 FY
									Quarterly Cash flow						R300 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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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 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	Updated Land Audit and GIS Data Set by 30 June 2017	Land Audit and GIS Data updated		N/A	N/A
									Quarterly Cash flow → 000.00						R200 000.00	Nil	Nil			
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 evaluated land parcels by 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	Completed SG Diagrams and submission to SG for approval by 30 June 2017	Surveyed 50 land parcels		N/A	N/A
									Quarterly Cash flow → 000.00						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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	One new applications received (30 June 2017 ) and is being processed		N/A	N/A
									Quarterly Cash flow						→ Nil	Nil	Nil			
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	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	Two applications received on the 08/03/2017 and approved on the 26 April 2017 and 02 May 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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					Register															
K6.EDP.06	SPATIAL CONSIDERATIONS	Development Planning	All	6.6. Processing of special consent use applications within 60 days	Stamped applications 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	Three applications received. One application returned-Incomplete Information (Erf 747 Matatiele) two awaiting Council Approval Erf 98 Matatiele and Erf 111 Matatiele (Portion of 5326)		N/A	N/A
									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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	14 identified and notices served within one week of identification:  Keeping of livestock, tuck shops, containers, and scrapyards		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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	Maluti Land Donation approved by June 2017	Maluti land not donated	Maluti Land Donation not approved	State Land Committee recommended resubmission of application for Erven 3073, 1270 and 1252 in Maluti not Erf 1as per the application	CR 43/29/08/2011 will be rescinded in order to amend for the donation of Erven 3073, 1270 and 1252 in Maluti
									Quarterly Cash flow						Nil	Nil				
K6.EDP.08	SPATIAL	Land Administration	All	6.8. Processing of municipal land disposal applications within 60 days	Stamped applications, minutes of Asset Dispos	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	8 applications received and processed within average turnaround time of 13 days		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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					al Forum and Application Register				Quarterly Cash flow						Nil →	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	4 <sup>th</sup> meeting to be held by 26 May 2017	4 <sup>th</sup> Meeting held for the quarter		N/A	N/A
									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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K6.EDP.07	SPATIAL CONSIDERATIONS	Development Planning	19, 20, 26	Management of Outdoor advertising	Inspection report, copy of notices and Registrar	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 were identified however, owners could not be identified therefore notices could not be served.	Serving of compliance notices within one week of identification	Owners could not be identified therefore notices could not be served.	Requested the service provider to the audit and remove such illegal signs
									Quarterly Cash flow					Nil	Nil	Nil				
K6.EDP.10	SPATIAL CONSIDERATIONS	Development Planning	All	6.9. Processing of outdoor advertising applications within 60 days	Registrar 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	Two applications processed and awaiting approval/ rejection from service provider. (Turnaround time for processing of Outdoor advertising application was 1 day)		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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						Nil	Nil	Nil			

## UNIT: INTEGRATED DEVELOPMENT AND PLANNING

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						R8 000.00	R8 000.00	N/A	N/A	N/A	N/A
K5.EDP.02	Good Governance And Public Participation	IDP	N/A	IDP Rep forums and steering committee meetings	Attendance registers  Invitation letters to stakeholders  Public notice	Meeting as per the adopted process plan	Number of meeting held by set date	Date	R1785 000.00	R20 000.00	05103551800000	N/A	N/A	Equitable Share	Conduct 4 IDP representative forums and steering committee meetings by 30 June 2017	4 <sup>th</sup> IDP REP forum and steering committee meeting	only the steering committee held on 26 June	4 <sup>th</sup> Rep Forum meeting was not held.	Suitable date could not be determined for stakeholders, the 4 <sup>th</sup> reform meeting will not sit for 16/17 FY	Items of discussion will be included on the 1 <sup>st</sup> rep forum meeting in august 2017
									Quarterly Cash flow →						R20 000.00	R5 000.00	N/A	N/A	N/A	N/A



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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.	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						R47 000.00	R47 000.00	N/A	N/A	N/A	N/A
K5.EDP.04	Good Governance And Public Participation	IDP	N/A	IDP / Budget outreach programs	Reports, attendance registers, public notice	Outreaches 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	N/A	The budget outreach was held from 10 <sup>th</sup> – 13 <sup>th</sup> April 2017	N/A	N/A	N/A
									Quarterly Cash flow →						R468 000.00	N/A	Budget allocated at Financial Reporting Unit	N/A	N/A	N/A
K5.EDP.05	Good Governance	IDP	N/A	Strategic planning session and orientation	Strat plan report.	Session as per the adopted	strategic planning	date	R1785 000.00	R1 200 000.00	05103551800000	N/A	N/A	Equitable Share	Facilitate the strategic planning session and	N/A	N/A	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				on workshop for councillors		process plan	g session and workshop held by set date							orientation workshop for councillors by 28 February 2017						
									Quarterly Cash flow →						R1 200 000.00	R600 000.00	R585 110.00	N/A	N/A	N/A
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	Notice: 4 <sup>th</sup> IDP Rep forum & steering committee meeting	Not public notice made for the REP forum since the meeting did not sit	N/A	N/A	N/A
																Notice: IDP /budget outreach  Draft IDP TABLING	IDP & Budget was Publicised on the 31 March 2017  Draft IDP was publicised on the 31 March 2017.	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																Adoption on IDP	Adopted 2017/2022 IDP was publicized on the 02 June 2017			
									Quarterly Cash flow →						R37 000.00	R14 000.00	N/A	N/A	N/A	N/A
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	0510355370000	N/A	N/A	Equitable Share	Tabling and adoption of the 2017/22 IDP 31 May 2017	Adoption of the 2017/22 IDP by 31 May, Design and binding of the document	Adoption of the 2017/22 IDP by 31 March 2017  2017/2022 IDP was adopted by Council on the 29 May 2017  Biding and design, Service provider appointed	N/A	N/A	N/A
															R200 000.00	N/A	R18 000.00	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow											
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	N/A	IDP Workshop for ward Support Assistants and CDW's was held on the 01 June 2017 (35 participants)	N/A	N/A	N/A
									Quarterly Cash flow						→ R50 000.00	N/A	6900	N/A	N/A	N/A



INFRASTRUCTURE SERVICES DEPARTMENT

UNIT: ELECTRICITY

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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 presented to Eskom for approval and Tender advertisement.	Detailed designs presented to Eskom for approval and Tender advertisement on the 30/03/2017	N/A	N/A	N/A
									Quarterly Cash flow →						R 5 066 570.00	R2 533 285.00	R2 533 285.00			
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	Assembling of steel works and delivery of a 10 MVA Transformer.	Assembling of steel works completed on the 2 June 2017 and 10	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
															June 2017		MVA Transformer was delivered on the 13 June 2017			
									Quarterly Cash flow →						R 17 000 000.00	R9 991 549.00	R9 991 549.00			
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	Connection of 323 households in St Bernards and 182 HH in Bubesini energized	Connection of 323 households in St Bernards and 182 HH in Bubesini not energized	Households not energized	Awaiting for Eskom outage date	Request Eskom to do live line outage.
									Quarterly Cash flow →						R14 425 048.00	R1 381 280.00	R1 381 280.00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 REV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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	Connection of 613 households in Cibini and 282 households in Pamlaville	Overall Construction progress : 80%	N/A	N/A	N/A
									Quarterly Cash flow →						R 20 175 360 .00	R18 216 592.00	R18 216 592.00			
K1.IRS.05	Basic Service Delivery & Infrastructure	Electricity	9	Makgwaseng, Gudlintaba, Khashole (431 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	R8 548 480.00	N/A	80/40/5751/006	N/A	INEP	Connect 200 households in Makgwaseng, 70 households in Gudlintaba and 161 households in Khashole by 30 June 2017	connection of 200 households in Makgwaseng, 70 households in Gudlintaba and 161 households in Khashole	connection of 200 households in Makgwaseng, 70 households in Gudlintaba and 161 households in Khashole not	Households not energized	Awaiting for Eskom outage date	Request Eskom to do live line outage.



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 EV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	energized			
									Quarterly Cash flow →						R 10 100 000.00	R8 500 000.00	R8 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	Connection of 151 households in Nkali A,B & C (Mposhongo) and 78 Households in Makhoba B	Project was moved to 2017/2018 financial year	Project never materialized	Insufficient funding	Project to be done in 2017/2018 financial year
															Quarterly Cash flow → R 5 422 720.00	R3 522 720.00	R 0			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET						
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE	
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	Construction of Maluti-Tlhakanelo Link Line 20km	Construction of Maluti-Tlhakanelo Link Line 20km completed, awaiting for outage date from Eskom.	Line not energized	Awaiting for Eskom outage date	Request Eskom to do live line outage.
										Quarterly Cash flow						R8 785 032.10	R1 000 000.00	R1 000 000.00			
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	Installation of 3 completed	Projected completed in Q2			
										Quarterly Cash flow						R 1 119 425.85	R 1 119 425.85	R 1 119 425.85			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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	Appointment of Service provider	Waiting for appointment of Service provider	N/A	N/A	N/A
									Quarterly Cash flow						R 500 000.00	R500 000.00	R0			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 REV.	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	Maintenance of distribution system (Transformer oil sample ,replacement of switch gear at Eskom Substation and purchasing of Electrical maintenance material )	The project was completed in Q3.	N/A	N/A	N/A
									Quarterly Cash flow →						R 700 000,00	R 700 000.00	R 700 000.00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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	R 50 000.00	R 50 000.00	N/A	80/40/4700/000	N/A	CCR	Maintenance of distribution system on municipal buildings by 30 June 2017	N/A				
									Quarterly Cash flow						R 50 000.00	NIL				
K1.IRS.12	Basic Service Delivery & Infrastructure	Electricity	Ward 19	Streetlights	Defects register.  Street lights maintenance register	990 streetlights	Repaired street light in Matatielle 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 Matatielle and Cedarville towns by 30 June 2017	Replace defective street light fittings and globes within 48hrs after fault report logged (except cable faults).	On going			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow →						R 200 000.00	R 71 000.00				
K1.IRS.13	Basic Service Delivery & Electricity	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	Appointment of Service provider	Service provider not appointed	Service provider not appointed	Bidders were non responsive	Project to be advertised in 2017/2018 financial year
									Quarterly Cash flow →						R150 000.00	R150 000.00	R0			
K1.IRS.15	Basic Service Delivery & Electricity	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	N/A				
									Quarterly Cash flow →						R105 000.00	NIL				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K2.IRS.01	Municipal Institutional transformation and Development	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 30 June 2017	4 staff members to be trained Operational Regulations for High Voltage systems	3 staff members to be trained Operational Regulations for High Voltage systems	1 staff member does not have trade test as prerequisite	Did not meet entry requirements	Staff members to be trained on Trade test first before he can be trained on ORHVS.
									Quarterly Cash flow						Nil	Nil				

## UNIT: HUMAN SETTLEMENT AND BUILDING CONTROL

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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 5 (50%) Foundation excavation's Concrete casting	Main Contractor appointed for the construction of Council Chamber and office space on 6 March 2017	Late commencement of works by the contractor	Delay of hand over to the main contractor was due the new legislation in terms of OHS requirement that the project must be register with Dept of Labour (planned hand over date and the actual hand over date 30 May 2017)	The OHS agent was pressurized to get the registration as per the emails
									Quarterly Cash flow						R 8 756 167.00	R 8 756 167				



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.17	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	Ward 19	Matatiele Fresh Produce (phase 2)	Advertisement Acceptance letter Practical Completion Certificate Final Completion Certificate.	Fresh Produce Market (phase 1) completed	Percentage Fresh 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 6 (60%) Building of walls Roof installation	92% completion of the Fresh Produce Market (Phase 2)	N/A	N/A	N/A
									Quarterly Cash flow						R2 350 600.00	R2 350 600.00				
K1.IRS.18	Basic Service Delivery And	Human Settlement And Building Control	Ward 20	Matatiele Office landscaping /water	Advertisement Appointment letter Acceptance letter Practical	BTO and LED Offices are complete.	Office landscaping designs completed by	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.	Stage 1 (10%) Appointment of consultants Design and cost approval	No appointment of service provider.	No appointment of service provider.	Termination of Council Chamber	No appointment of service provider.

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				reservoir	Completion Certificate Final Completion Certificate.		set date													
							Percantage of Water reservoir completed by set date	Percentage Date							90% Construction of water reservoir at EDP offices completed by 30 June 2017.	Stage 8 (90%) Practical Completion	Contractor appointed on 05/05/2017	No appointment of contractor	Tender re-advertised due to SCM error	Tender re-advertisement and contractor appointment
									Quarterly Cash flow						R500 000.00	R500 000.00	R417 037.71			

IDP REF.	NATIONAL KPA DEPARTMENTAL PROGRAMME	WARD	PROJ ECT DESC RIPTI ON	MEAN S OF VERIF ICATI ON	BASE LINE	KPI	UNIT OF MEA SURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
								ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFOM ANCE	DEVIATI ON FROM TARGET	REASON FOR DEVIATI ON	CORREC TIVE MEASUR E
K1.IRS.19	Basic Service Delivery And Infrastructure  Human Settlement And Building Control	Ward 20	Matati ele electri cal depot (additi on to BTO).	Advert Appoint ment letter Accepta nce letter Practica l Comple tion Certific ate Final Comple tion Certific ate.	BTO and LED Office s are compl ete.	Perce ntage of Electr ical Depot Offic e compl eted by set date	Sqm  Date	R1 000 000.00	R1 500 000.00	N/A	8040 4035 5756 036	N/A	CRR	80% construction of Electrical Depot Office completed by 30 June 2017	Stage 7 (80%)  Windows Plastering Plumbing	100% Windows Plastering Plumbing	Project not completed on 30 June 2017	Late payment (due to insuffici ent funds in VOTE) caused slow-down by contractor which led to delayed completion date	Virement process employed to facilitate payment to contractor
								Quarterly Cash flow						R1 000 000.00	R1 000 000.00	R1 112 532.32			

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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	Appointment of 4 SMME's for maintenance project of 4 halls	4 SMME's appointed for the maintenance and repairs for the community halls	Zibi Meyer project still underway	Late appointment of contractor	
									Quarterly Cash flow						R 1 100 000	R629 239.83				
K1.IRS.21	Basic Service Delivery And	Human Settlement And Building	2, 3, 20	Maintenance and repairs of Zanoluvuyo 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	Appointment of 1 SMME for maintenance project of 1 Pre-School	Contractor appointed for maintenance of Pre-School	N/A	N/A	N/A
									Quarterly Cash flow						R100,000	R94 595.55				

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.22	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	19, 20	Maintenance and repairs of Thandani and North End Stadium	TORs, Advertisement/s 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	Appointment of 2 SMME's for maintenance of 2 sports fields	N/A	Contractors not appointed for maintenance projects	Contractors overpriced	Tender to be re-advertised
									Quarterly Cash flow						N/A	N/A	N/A	N/A	N/A	N/A
K1.IRS.23	Basic Service Delivery And	Human Settlement And Building	19	Building of two (2) guard houses at the Municipal Stores	TORs, Advertisement/s 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	Advertisement of the bid and appointment of a Service Provider for building of two (2) guard houses at Ward 19 –	Project advertised	Contractor not appointed	Awaiting appointment of contractor	Fast-track SCM processes

IDP REF.	NATIONAL KPA	DEPARTMENTAL	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																Municipal Stores				
									Quarterly Cash flow						N/A	N/A	N/A	N/A	N/A	N/A

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

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	20% completion(Contractor appointment)	Designs completed and extension of works approved by COGTA	Contractor not appointed	Revisit master plan to accommodate all sporting codes in future phases .	To be advertised in Q1 of 2017/18
									Quarterly Cash flow						R3 191 342	R3 191 342	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,	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	(95% completion) Protection Works  Installation of road signs	100% 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					Completion certificate & Photos											(100 %)Completion certificate				
									Quarterly Cash flow						R2 445 302.00	R2 445 302.00	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 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 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	(95% completion) Protection Works Installation of road signs (100 %) Completion certificate	100% completed	N/A	N/A	N/A
									Quarterly Cash flow						R2 200 422.00	R2 200 422.00	1 149 086.48			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.26(1.C)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	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	(50% completion ) Clear and grub , road bed preparation	80% completed Tipping of gravel and processing of gravel	N/A	N/A	N/A
									Quarterly Cash flow						R3 453 399.00	R3 453 399.00	1 187 879.39			
K1.IRS.26(1.D)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	Ward 14	Mangopeng AR & bridge- (2.7Km)	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 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	(50% completion ) Clear and grub , road bed preparation	80% completed Tipping of gravel and processing of gravel	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				Monthly reports Photos											50% completion of a 22 m bridge constructed by 30 June 2017	(50%) Base foundation Base slab	(80%) completed Wing walls Protection Works Road signs	N/A	N/A	N/A
									Quarterly Cash flow						R2 420 000.00	R2 420 000.00	R 1 554 984.33			
K1.IRS.26(1.E)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	Ward 24	Soloane AR- (4.4Km)	Appointment of service provider AdvertMinutes 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 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	(95% completion) Protection Works Installation of road sign (100 %) Completion certificate	100% 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					Photos				Quarterly Cash flow						R3 080 742.00	R3 080 742.00	1 180 595.86			
K1.IRS.26(1.F)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	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	50% completion )  Clear and grub , road bed preparation	50% completed)  Clear and grub, road bed preparation	N/A	N/A	N/A
									Quarterly Cash flow						R2 137 500.00	R2 137 500.00	282 687.77			
K1.IRS.26(1.G)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	Ward 26	Sandfontein AR- (5.8Km)	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 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	(95% completion ) Protection Works  Installation of road signs	100% 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					Monthly reports Completion certificate Photos											(100 % completion)  Completion certificate				
									Quarterly Cash flow						R2 402 902.00	R2 402 902.00	2 569 058.90			
K1.IRS.26	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	Ward 1	Maluti Internal Streets Phase 3	Appointment of service provider Advert Minutes of meetings Monthly reports Completion certificate Photos	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	N/A	Retention	N/A	N/A	N/A
									Quarterly Cash flow						R5 825 000	NIL	1 925 064.63			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.27(1)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	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	40% completion (site establishment )	(70%) completed Pavement Layers Sealants			
									Quarterly Cash flow						R5 054 994	R5 054 994	R 3 007 125.80			
K1.IRS.27(2)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	Ward 16	Mehloloane ng 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	N/A	Retention Stage	N/A	N/A	N/A
									Quarterly Cash flow						3 920 000.00	NIL	R 1 617 663.87			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.28(1)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	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	R2 000 000.00	R2 000 000.00	N/A	80/40/5756/020	N/A	MIG	50% completion of Lagrange Pedestrian Bridge (40m) constructed by 30 June 2017	(50% completion)  Base foundation, Base slab	50% completed  Base foundation, Base slab	N/A	N/A	N/A
									Quarterly Cash flow						R2 000 000.00	R2 000 000.00	420 473.60			
K1.IRS.28(2)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	Ward 13	Tlhakanelo Culvert bridge	Appointment of service provider  Advert  Minutes of meetings  Monthly reports	09 bridges	Number of Bridges constructed by set date	m Date	R2 000 000.00	R2 000 000.00	N/A	80/40/5756/021	N/A	MIG	70% completion of Tlhakanelo Culvert bridge (12m) constructed by 30 June 2017	(70% completion)  Columns / pre-cast culverts  Top slabs	<b>95 % completion</b> ) 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					Photos				Quarterly Cash flow						R2 000 000.00	R2 000 000.00	1 519 416.36			
K1.IRS.30	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	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	R800 000.00	05/40/4690/000	N/A	N/A	EQUITABLE SHARE	Install 1000 m of kerbing and channeling by 30 June 2017.	1000m of kerbing and channeling installed.	1020m	N/A	N/A	N/A
									Quarterly Cash flow						R800 000.00	R800 000.00				



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	300m of storm water pipes installed.	300.5 m	N/A	N/A	N/A
									Quarterly Cash flow						R180 000.00	R180 000.00				
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	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.	5000m of drains excavated	5223m	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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					Photos				Quarterly Cash flow						R20 000.00	R20 000.00				
K1.IRS.35	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	Wards 19, 26, 01	Pothole repairs and verge tarring in Matatiele CBD, Maluti and Cedarville.	Appointment of service provider Advert Monthly reports Photos	24305.7m <sup>2</sup>	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	8500m <sup>2</sup> of surfaced road maintenance by 30 June 2017	8500m <sup>2</sup> of surfaced road maintained	8720m <sup>2</sup>	N/A	N/A	N/A
									Quarterly Cash flow						R500 000.00	R500 000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.36	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance	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.	10km of road maintained and rehabilitated.	11.3km maintained			
									Quarterly Cash flow						R1 300 000.00	R1 300 000.00				
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  Practical completion	95% completed(grassing)			
									Quarterly Cash flow						R2 172 000.00	R2 172 000				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.25(2)	Basic Service Delivery & Infrastructure	Projects, Operations And	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 Practical completion	95% completed (grassing)			
									Quarterly Cash flow						R622 000.00	R622 000				
K1.IRS.25(3)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance	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	Retention released			
									Quarterly Cash flow						R922 000.00	NIL				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1.IRS.25(4)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	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	Revised to 95% completion (practical completion)	95% completed – practically completed			
									Quarterly Cash flow						R1 172 000.00	R1 172 000.00				
K1.IRS.25(5)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit		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	Retention released	N/A	N/A	N/A
									Quarterly Cash flow						R307 852	Nil				
K1.IRS.32	Basic Service Delivery & 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	(80%) Wing walls Protection Works Road signs	95% practically 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 FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						R1 510 000.00	R 1 510 000.00				
K1.IRS.31	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Unit	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	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R1 154 687.00	Nil				
K1.IRS.29(2)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Unit	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 SHARE	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				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
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 per centage date	R123 833.00	R123 833.00	N/A	80/40/45/5791/0	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	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				
	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance	19	1.80 Construction of Matatiele Internal Roads	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

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				(Area C – Phase 2)					Quarterly Cash flow						R641 638.00	Nil	532 632			



OFFICE OF THE MUNICIPAL MANAGER

UNIT: COMMUNICAITONS, SPU AND CUSTOMER CARE

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	R 335 000.00	R 50 000.00	05/10/20/5180/000	N/A	N/A	Own	Reviewed Communication Strategy and Action Plan adopted by Council by 30th December 2017	Comms strategy adoption by Council & Implementation	Communications Strategy and Action Plan was adopted on 28/04/2017	N/A	N/A	N/A
									Quarterly Cash flow →						R50 000.00	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.02	Good Governance and public participation	Communications, SPU and Customer Care	All	Stakeholder's 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 26/06/2017	N/A	N/A	N/A
																1 Media engagement	Two media engagements were conducted 4/05/2017 with City Press and 08/05/2017 on the motion to move Matatiele to KZN	N/A	N/A	N/A
																1 LCF Meeting	1 LCF meeting was held on 20/06/2017	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									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	7 Radio Slots	Mayor's radio slot on Alfred Nzo Community Radio: 03/05/2017 and on 29/06/2017.  29/05/2017 open council day	N/A	N/A	N/A
									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	Number of information publications produced by	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	Produce 3000 newsletters by 30 June 2017.	Content compiled	Yes	Due to late submission of request for quotation.	3000 copies will be printed in the next financial year

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
						delivery pamphlets	set date								June 2017.	3000 leaflet copies	Content compiled	Yes	Due to late submission of request for quotation.	3000 copies will be printed in the next financial year
									Quarterly Cash flow						R610 000.00	R75 000.00	R8 000.00			
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	10 weekly articles were published on Fever Publications	Yes	Two articles were not published due to Fever Newspaper Offices being closed during December Holidays and one was not published due to the Office not	Other newspapers to be considered for columns in the next FY

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET						
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE	

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	Q4	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	1 project visit & a community engagement led by the leadership	Open Council Day/SOMA held in Ward 25 at Khaoe community hall on the 29 <sup>th</sup> May 2017 and an engagement was held on the day	N/A	N/A	N/A
									Quarterly cash flow						R90 000.00	R22 500				

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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.09	Good Governance And Public Participation	Communications, Spu And Customer Care		Support events which promote s and brand Matatiel e.	Report on coordinati on & supports events	Calenda r of Events	Numbe r of support ed 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 Matatieleb y 30 Sep 2017	Africa Day & State of the Municipality Address	Africa Month dialogue was conducted in Thabachicha on the 30 <sup>th</sup> of May 2017	N/A	N/A	N/A
									Quarterly Cash flow						R15 000.00	Nil				

K5.OMM.10	Good Governance And Public Participation	Communications, Spu And Customer Care		Brand & advertise Matatiel e (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	Audio news productions and distribution	10 promotional adverts were played on ANCR prior the State of the Municipality Address and a 3 hour live broadcast on the 29 <sup>th</sup> May 2017. 30 service delivery adverts will be played derived from the SOMA.	N/A	N/A	N/A
									Quarterly Cash flow							R400 000.00	R90 000.00				
K5.OMM.11	Good	Communication		Brand & advertise Matatiel e (2)	Q1: Terms of reference, Q2: Appointment letter,	Branding manual	Procured year 2017 branded stationery,	Promotional material Date	R330 000.00 + R50 000.00	R250 000.00 + R50 000.00	05/10/20/5390/000 +	N/A	N/A		Operational	Procure YEAR 2017 Branded Stationery and	N/A	door signs delivered and name tags in June 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 2015/16 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Delivery note, order, Q3: Distribution Register, Delivery note			promotional material & banner by set date								promotional material by set date	N/A				
															R300 000.00	R30 000.00	R 111 809.64			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	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 programmes 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  N/A	Conducted 05 information sharing session as follows: 23 June 2017 ward 17, 24 May 2017, 18 May 2017 ward 06, 14 May 2017 ward 19, 12 April 2017 ward 12,	N/A	N/A	N/A
									Quarterly Cash flow						R100 000.00	R10 000				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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: Itikeng 10 May 2017 ward 09  17 May 2017 ward 03, Ntataise project  25 April 2017 ward 08.			
																02 project assisted	03 projects were assisted as follows: Ntataise ward 01 20			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																02 project monitored	June 2017, Sonwabise Project ward 03 21 June 2017and Makabongwe ward 20 27 June 2017.			
									Quarterly Cash flow →						R100 000.00	R35 000				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	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, St Annes Pre-school	N/A	N/A	
																1 awareness campaign in commemoration of Child protection week				
									Quarterly Cash flow →						R40 000.00	R10 000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	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	4 information sharing session on issues affecting youth	Information sharing session conducted at the following Wards; Wards 2, 6,7,8,12,13,15,16,17,19,20,22,24,26 and 3	N/A	N/A	
																N/A				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	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	Q4	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)	Facilitated registration payment of 6 students	N/A	N/A	
									Quarterly Cash flow →						R 160 000	R350 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	Q4	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 programmes conducted 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	Conduct two Workshop for the care givers of the disabled		N/A	N/A	
									Quarterly Cash flow →						R60 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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.17	Good Governance and public participation	Communications, SPU and Customer Care		Skills development for PWDs	Reports, list of Candidates	Disability forum	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	10 people with disabilities to be trained on different skills	11 people graduated different skills (wood-work, welding and sewing) on the 29 June 2017	N/A	N/A	
									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	Q4	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, education 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	2 HIV awareness campaigns	HIV awareness campaign held at ward 22 17 May 2017.  Maluti targeting Sivivana Construction workers, HCT Conducted for LGBTI	N/A	N/A	N/A
									Quarterly Cash flow →						R60 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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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 28 June 2017	N/A	N/A	N/A
									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	3 Support groups to be assisted with working tools	Two support groups were assisted ward 25 Yomelela and another one in ward 09 Masibumbane Support group			

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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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% (19) Complaints management and (8) Suggestion Box Complaints received & referred to relevant Departments.	N/A	N/A	N/A
									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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	Compile Report on customer satisfaction survey	Customer Satisfaction survey not conducted	Yes	Advert non responsive	Survey to be conducted next FY
									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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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.	Community Dialog was held in Mpharane Community Hall on the 07 June 2017 and also in Zibi Mayor Village on the 09 June 2017	N/A	N/A	N/A
									Quarterly Cash flow						R24000.00	R6000.00				

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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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 rural areas	(15) Migrants has been registered	N/A	N/A	N/A
									Quarterly Cash flow						NIL	NIL				
K5.OMM.26	Good Governance and public	Communications, SPU and		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	1 Migration Committee meeting	Advisory Committee meeting was held on the 01 of June 2017. And Panel Meeting was held on the 21	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					
											ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE		
													of June 2017			
									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 COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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 were vetted and one drafted	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil				
K5.OMM.59	Good Governance and Public Participation	Compliance and Legal	N/A	Vetting of by-laws	Reviewed By-laws, Agenda and Register for Consultative Meeting, Agenda	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	2 By-Laws reviewed and submitted to Council	2 were reviewed	Not submitted	Review tool longer than expected	To be submitted in Q1 of 2017/2018

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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					for Stakeholder meetings, Council Agenda and Council Resolution				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 reports compiled and submitted	N/A	N/A	N/A
									Quarterly Cash flow						R4 200 000.00	R1 600 000.00				

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	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.61	Good Governance and Public Participation	Compliance and Legal Services	N/A	Enforcement on contravened by-laws	Notices, Court Orders	Contravention 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	One notice is awaiting trial date for the hearing of the matter	N/A	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	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4 TARGET	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	Two meetings were held (21 April 2017 and 19 June 2017) presented to the audit committee meetings	N/A	N/A	.
									Quarterly Cash flow →						Nil	Nil	Nil			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4 TARGET	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						R 898 000.00	Nil	Nil			Nil
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		Nil					Two charters approved 1 Jan 2017  One Annual Audit Plan approved by 31 July 2016.  Internal	Internal Audit Strategy approved by 30 June 2017	Draft internal audit strategy in place	No approved internal audit strategy	Unable to collect complete information in time for its submission in the previous council meeting (28 April 2017)	To submit the strategy in the next council meeting (28 July 2017).

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4 TARGET	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
															Audit Strategy approved by 30 June 2017					
									Quarterly Cash flow →						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4 TARGET	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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 COGTAE C.  12 spot checks	1 quarterly Internal Control tool submissions to COGTAEC on the 26 June 2017.  12 spot checks completed (LED, Human Settlement and Facilities)	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	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	4 Internal audit reports	3 Internal audit reports were presented on the 19 June 2017 in the Audit Committee meeting	N/A	N/A	N/A



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION					QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4 TARGET	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION
															(Supply Chain review, Expenditure and Payables review, Budget and Investment review) 1 report on draft stages (Information Technology General Controls review)				
									Quarterly Cash flow →				Nil	Nil					Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4 TARGET	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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)	1 quarterly Dashboard Reports submitted to Auditor General (AG) on the 31 March 2017.	N/A	N/A	N/A
									Quarterly Cash flow →					Nil	Nil					Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJ ECT DESC RIPTI ON	MEA NS OF VERI FICA TION	BASE LINE	KPI	UNIT OF MEASU RE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4 TARGET	ACTUAL PERFORM ANCE	DEVIATI ON FROM TARGET	REASON FOR THE DEVIATI ON	CORRECT IVE MEASURE
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	1 third quarter performance report completed and submitted to the audit committee on the 19 June 2017.	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				
K5.OMM.36	Good Governance and Public Participation	Internal Audit Services		Auditor General (AG) Value Chain Quarterly Reviews	Reports	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	1 Quarterly reviews submitted to AG on the 30 May and 08 June 2017.	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4 TARGET	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	One quarterly report on MSCOA Implementation reviewed and completed.	N/A	N/A	N/A
									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 Consequence management report	1 Consequence Management Report completed.	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASE LINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER FOUR PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4 TARGET	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow →						Nil	Nil	Nil			Nil

## UNIT: MONITORING AND EVALUATION/RISK SERVICES

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAM	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	Development of Draft 2017/18 SDBIP and submit to mayor 14 days after Approval of Budget  Host one SDBIP and Risk Workshop  Approval of 2017/18 SDBIP by 30 June 2017	2017/18 Draft SDBIP development by 31 March 2017  SDBIP/Risk Workshop held on 6-9 June 2017  2017/18 SDBIP approved by Mayor by 12 June 2017	N/A	N/A	N/A
									Quarterly Cash flow					R500 000.00	R500 000.00					

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROJECT	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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.41	Good Governance and Public Participation	M&E/Risk services	N/A	4 Quarterly Performance Reports	Quarterly reports and Council Resolutions	PMS Framework  -PMS Policy  -PMS Audit Charter	Number of quarterly reports adopted by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	4 Quarterly Performance reports adopted by council by 30 June 2017	2016/17 Quarter 3 Performance Report adopted by Council by 30 April 2017	Quarter 3 Performance Report adopted by Council 28/4/2017	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROJECT	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
	Good Governance and Public Participation	M&E/Risk services	N/A	Council Induction Workshop	- Invitation, Program, Register of workshop	PMS Framework, Charter and PMS Audit Charter	Number of PMS Induction workshops conducted by set date	Number Date	R 2 010 000.00	R 50 000.00	05 10 35 5180 000	N/A	N/A	N/A	PMS Induction Workshop for Councillors by 31 January 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →							Nil				
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	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →					Nil	Nil	Nil				



IDP REF.	NATIONAL KPA	DEPARTMENTAL PROJECT	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROJECT	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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  -Annual Performance Assessments for MM, GM's and Middle Managers	- Invitations, Registers and Assessment Reports  - Personal Letters delivered and proof of delivery	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  Mid-term Performance assessment of Section 56 and Middle Managers held by 31 March 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROJECT	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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				
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	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	Approval of AR by 31 March 2017	Annual Report approved on 29 May 2017	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROJECT	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					Approval				Quarterly Cash flow →						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 Quarterly B2B Reports submitted to Cogta-EC	N/A	N/A	N/A
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	Reviewed Risk Management Framework, Policy, Plan and Strategy adopted by end of June 2017	Risk Management Framework, Policy, Plan and Strategy reviewed and adopted on 29 May 2017	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	NIL				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROJECT	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	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	Adopted Risk Reports	Risk Report adopted by Council on 29 May 2017	N/A	N/A	N/A
									Quarterly Cash flow →						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 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	Risk Committee not yet established	Establishment of Risk Management Committee	Non availability of members outside the municipality	Risk Management Committee to be established by 30 June 2018

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROJECT	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
							date		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 Tolerance Statements issued	N/A	N/A	N/A
									Quarterly Cash flow →						R10 000.00	R 2 500				
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 and 3 Report	3 Monthly reports on Information Security Controls issued	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	NIL				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROJECT	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	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q4	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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	Management has been workshopped on the ePMS Software	N/A	N/A	N/A
									Quarterly Cash flow						R800 000	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	1 Risk Maturity Model Report submitted to Provincial/ National Treasury	1 Risk Maturity Model submitted to Cogta-EC by 30 June 2017	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil				

## CONCLUSION

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