



MATATIELE

LOCAL MUNICIPALITY

2016/17 QUARTER ONE PERFORMANCE REPORT

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Office of the Municipal Manager

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1. PURPOSE

This report serves as the First 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 SDBIP. 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 52 of 2003. The information included in this report is based on the IDP and SDBIP as developed for the financial year 2015/16. The scorecards were developed to reflect quarterly performance, therefore the status of indicators are a reflection of the overall performance level achieved quarterly.

2. EXECUTIVE SUMMARY

This report is based on information received from each department for the first quarter assessment of performance ending 30 September 2016. This is a high-level report based on scores obtained through a process whereby actual information per Key Performance Area (KPA), strategic objective, programme and the aligned Key Performance Indicators and projects are compared to the budget and initial planning included in the 2016/17 Integrated Development Plan.

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

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

DEPARTMENT	Number of Targets set for the Quarter	Actual performance against set objectives and targets		Percentage of achievement
		Number of achieved targets	Number of Non Achieved targets	
BUDGET AND TREASURY OFFICE	40	33	7	83%
COMMUNITY SERVICES DEPARTMENT	25	20	5	80%
CORPORATE SERVICES DEPARTMENT	36	32	4	89%
ECONOMIC DEVELOPMENT AND PLANNING DEPARTMENT	36	26	10	72%
INFRASTRUCTURE SERVICES DEPARTMENT	50	36	14	72%
OFFICE OF THE MUNICIPAL MANAGER	54	49	5	91%
OVERALL MUNICIPAL PERFORMANCE	241	196	45	81%

2.1. VISION & MISSION

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

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

Matatiele Local Municipality's mission is:

“To create awareness on nature conservation;

To promote and support agricultural activities;

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

To create an environment conducive for investment”

2.2. LEGISLATIVE MANDATES

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

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

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

Section 1 of the MFMA defines the SDBIP as:

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

Service Delivery targets and performance indicators for each quarter

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

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

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

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

BUDGET AND TREASURY OFFICE

UNIT: BUDGET PLANNING AND FINANCIAL REPORTING

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	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: 15 August 2016; 14 September 2016; 14 October 2016.	The reports were sent on the following dates: 15 August 2016; 12 September 2016; 13 October 2016.	N/A	N/A	N/A
									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	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	Submission of quarterly reports National Treasury, Provincial Treasury by 14 October 2016	The report was sent on the following date: 13 October 2016.	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						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				reports section											the 10th working of each quarter					
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	
K4.BTO.03	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Bank account details submitted to National and Provincial and Auditor-General	Proof of submission and Acknowledgement of receipt	Bank account completed forms for financial year 2014/15	Annual banking details submitted by set date	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	One annual banking details to be reported to National Treasury by 01 July 2016	One annual banking details to be reported to National Treasury by 01 July 2016.	The banking details were sent on the following date: 20 June 2016	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	
K4.BTO.04	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Reports submitted to National Treasury as required to National and Provincial i.e. withdrawal report	Quarterly reports submitted to NT & PT; Proof of submission	Withdrawal report submitted on a Quarterly reports in financial year 2015/16	Number of withdrawal reports submitted by set date	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	Submission of quarterly reports, withdrawal report National Treasury, Provincial Treasury by 30 June 2017	Submission of quarterly reports National Treasury, Provincial Treasury by 14 October 2016	The report was sent on the following date: 13 October 2016.	N/A	N/A	N/A
									Quarterly Cash flow						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						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	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 th January to Council, National and Provincial Treasury.	Date of Submission of Mid-term budget report	Date	N/A	N/A	N/A	N/A	N/A	Operational	Mid – Term report to be submitted to Management Team, Standing Committee, EXCO, Council, National and Provincial by the 25th January 2017.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	
K4.BTO.05	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Bank reconciliations	12 monthly bank reconciliations reconciled to the General Ledger and submitted to MTM, Standing Committee, EXCO, and Council.	Submitted Bank reconciliations on monthly basis to MTM, Standing Committee, EXCO, Council.	Number of bank reconciliations reconciled to the General Ledger and signed off by the CFO by set timeframe	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	12 monthly bank reconciliations reconciled to the General Ledger and signed off by the Chief Financial Officer by 30 June 2017.	3 monthly bank reconciliations reconciled to the General Ledger and signed off by the Chief Financial Officer by the following dates: 04 August 2016; 05 September 2016; 15 August 2016; 14 September 2016; 14 October 2016.	The monthly bank reconciliations were reconciled and signed off by the CFO on the following dates: 04 August 2016; 05 September 2016; 05 October 2016	N/A	N/A	N/A
									Quarterly Cash flow						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						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.06	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Cash Investment Register reconciles to General Ledger	12 monthly cash investment register reconciles with the General Ledger and reported to MTM, Standing Committee, EXCO, and Council.	Submitted Investment register to MTM, Standing Committee, EXCO, and Council.	Number of monthly investment registers submitted by set timeframe	Number date	N/A	N/A	N/A	N/A	N/A	Operational	12 monthly investment registers reconcile to the General Ledger and signed off by the Chief Financial Officer and submitted to MTM, Standing Committee, EXCO, and Council by 30 June 2017.	3 monthly investment register reconcile to the General Ledger and signed off by the Chief Financial Officer by the following dates: 15 August 2016; 14 September 2016; 14 October 2016.	The monthly investment register was reconciled and signed off the CFO on the following dates: 04 August 2016; 05 September 2016; 05 October 2016	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	
									N/A	N/A	N/A	N/A	N/A	Operational	Annual review of 8 policies within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines by 30 June 2017	N/A	N/A	N/A	N/A	N/A
K5.BTO.03	Good Governance And Public Participation	Budget Planning And Financial Reporting	N/A	Budget related management policies	Council resolution	Submitted and reviewed policies to National Treasury.	Number of developed and reviewed policies By set date	Number date	N/A	N/A	N/A	N/A	N/A	Operational	Annual review of 8 policies within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	
									N/A	N/A	N/A	N/A	N/A	Operational	Annual review of 8 policies within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines by 30 June 2017	N/A	N/A	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.07	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Long term debt – External and Internal Loans	12 monthly reports on external and internal loan reconciled with the ledger and submitted to MTM, Standing Committee, EXCO, Council and National and Provincial Treasury.	Servicing of taken loans and reporting to Management Team, Standing Committee, EXCO, Council and National Treasury and Provincial Treasury	Number of reports on loan repayments by set timeframe.	Number and date	N/A	N/A	N/A	N/A	N/A	Operational	12 monthly external and internal loan reports on Repayments of loans submitted to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by the 10 th working day of the following month.	3 monthly external and internal loans reconcile to the General Ledger and signed off by the Chief Financial Officer by the following dates: 15 August 2016; 14 September 2016; 14 October 2016.	The municipality does not have a loan that it servicing.	N/A	N/A	N/A
									Quarterly Cash flow →						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 th working day of the following month.	3 monthly interim financial statements prepared and submitted to Management Team, Standing Committee, EXCO, Council on the following dates: 15 August 2016;	The monthly interim financial statements were prepared and submitted on the following dates: 11 August 2016; 08 September 2016;	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						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																14 September 2016; 14 October 2016.	11 October 2016			
									Quarterly Cash flow						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	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	
K4.BTO.09	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Submission of adjusted budget	adjusted budget submitted to MT, SC, EXCO, Council and NT & PT and proof of submission	2016/17 approved Budget	Adjusted budget submitted to Management Team, Standing Committee, EXCO, and Council by set date	Report Date	N/A	N/A	N/A	N/A	N/A	Operational	Prepare and Submit adjusted budget to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by the 28th February 2017.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						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						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.10	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Budget preparation process	Approved Budget Process plan and proof of submission	Submitted 2016/17 Time schedule to Management Team, EXCO, Standing Committee, Council and National and Provincial Treasury.	Submitted Process Plan to Management team, Standing Committee, EXCO, Council and National and Provincial Treasury by set date.	Approved Budget Process plan Date	N/A	N/A	N/A	N/A	N/A	Operational	Budget Process Plan (One time schedule) submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by for the next financial year 10 months before start of new financial year	Budget process plan submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by for the next financial year 10 months before start of new financial year	The budget process plan was approved by Council on the following date: 01 August 2016	N/A	N/A	N/A
									Quarterly Cash flow						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						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMAN CE	DEVIATIO N FROM TARGET	REASON FOR DEVIATIO N	CORRECTI VE MEASURE
K4.BTO.11	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Budget preparation process	Tabled draft budget and proof of submission	Submitted 2016/17 tabled budget to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by the 31 st March.	Tabled and submitted draft budget to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by set date.	Tabled draft budget Date	N/A	N/A	N/A	N/A	N/A	operational	Submit tabled draft budget that is aligned to the IDP 90 days before the start of a new financial year to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow					Nil	Nil	Nil	Nil	Nil		
K4.BTO.12	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Budget preparation process	Approved Budget, Council Resolution, proof of submissions	Submitted 2016/17 tabled budget to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury on the	Approved and submitted budget to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by set date	Approved budget Date	N/A	N/A	N/A	N/A	N/A	N/A	Submit Approved budget that is aligned to the IDP to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by 30 June 2017.	N/A	N/A	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	
K5.BTO.03	Good Governance And Public Participation	Budget Planning And Financial Reporting	N/A	Consultations on tabled budget	Agenda, reports and attendance registers	Budget Community Outreach held on 12 – 16 September 2016 and 11 – 15 April 2017	Number of public meetings held by set date	Number date		R200 000.00					One Budget Community Outreach held by 30 April 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						R200 000.00	Nil	Nil	Nil	Nil	Nil
K4.BTO.13	Municipal Financial Viability And Management	Budget Planning And Financial Reporting	N/A	Budget preparation	Tabled tariff of charges and proof of submission	Submitted tariff of charges to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury.	Tariff settings submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by set	Tabled tariff of charges date	N/A	N/A	N/A	N/A	N/A	operational	Submit the tariff setting 30 days before the start of the new financial year to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	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: 15 August 2016; 14 September 2016; 14 October 2016.	The monthly reports to MTM were submitted on the following dates: 11 August 2016; 08 August 2016; 11 October 2016	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	
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.	Submit GRAP compliant Annual Financial Statements to Management Team, Audit Committee, Auditor-General, National and Provincial Treasury by the 31st August 2016.	The GRAP compliant Annual Financial Statements were submitted on the following dates: 29 th July 2016 (1 st Draft) 08 th August 2016 (2 nd Draft) 15 th August 2016 (3 rd Draft) 24 th August 2016 (4 th Draft) 31 st August 2016 (Final)	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						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						R 2 000 000.00	R 2 000 000.00				
KIBTO.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	Approved roll-over application from national treasury by 31 October 2016	The municipality did not have any roll-over application of grants from 2015/2016 financial year.	N/A	N/A	N/A
									Quarterly Cash flow						R15 000.00	R15 000.00	N/A	N/A	N/A	
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	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R4 000 000.00	Nil	R 4 000 000	N/A	N/A	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016-2017 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMAN CE	DEVIATIO N FROM TARGET	REASON FOR DEVIATIO N	CORRECTI VE MEASURE
K4.BTO.17	Municipal Financial Viability And Management	Budget Planning And Financial Reporting		mSCOA Regulations	MFMA Circulars and Regulations	mSCOA Steering Committee Council Approved SCOA Plan.	Appointed FMS Vender and Upgraded systems by set date	Service Provider Systems date	R3 000 000.00	R3 000 000.00					Appointmen t 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	The steering committee meeting set on the following dates: 28 th July 2016	N/A	N/A	N/A
									Quarterly Cash flow						R3 000 000.00	Nil	Nil	Nil	R3 000 000	

UNIT: REVENUE AND EXPENDITURE MANAGEMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	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	For Quarter 1 ending September 2016 a billing of R4 494 549.04 was raised and an amount of R7 314 216.42 received towards the billing.	NONE	N/A	N/A
									Quarterly Cash flow →						NIL	NIL	NIL	NIL	NIL	NIL
K4.BTO.19	Municipal Financial Viability And Management	Revenue And Expenditure Management	N/A	General Valuation Roll	General valuation roll	General valuation roll	Approved General valuation roll by set date	General valuation roll	R500 000.00	R500 000.00	05/20/20/30/3190/000	N/A	N/A	Operational	General Valuation Roll Approved by 01 July 2017	Appointment of a municipal Valuer by 30 September 2016	An advert for the municipal valuation roll has been made on the newspapers. However, due to changes made on the Municipal Property Rates Act the advert will be cancelled and the valuation roll validity period will be extended to five years ending on 30 June 2018. Application to this effect has been made to	Valuer not appointed by the set target date.	Tender was already made and CoGTA advised the municipality to cancel the tender and extend the valuation roll validity period.	Extension for the validity period of the valuation roll has been made by CoGTA to avoid non-compliance with MPRA

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	CoGTA.			
									Quarterly Cash flow →						R500 000.00	R 500 000.00				
K4.BTO.20	Municipal Financial Viability And Management	Revenue And Expenditure Management		Debtors Reconciliations	Monthly reconciliations	Monthly Reconciliations are done monthly.	Number of monthly debtor's reconciliations.	Number	N/A	N/A	N/A	N/A	N/A	Operational	Debtors Reconciliations Done on a monthly basis by 30 June 2017	3 Monthly debtors reconciliation from the billing system to the General ledger and signed off by the Chief Financial Officer by the following dates: 15 August 2016 14 September 2016 14 October 2016	Monthly debtors reconciliation from the billing system to the General Ledger and signed off by the Chief Financial Officer as follows: 05 August 2016 08 September 2016 06 October 2016	NONE	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						2016/17 QUARTER PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1BTO.03	Basic Service Delivery	Revenue And Expenditure Management	N/A	Provision and Supply of free basic services to Indigent Beneficiaries	Indigent register	11700 beneficiaries currently receiving the support through Grid and Non Grid Energies.	Number of approved indigent beneficiaries supplied Services by 30 June 2017	Number Date	R12 000 000.00	R12 000 000.00	05/40/40/4970/000	N/A	N/A	Operational	Supply 12 613 approved indigent beneficiaries with services by 30 June 2017	Provide services to indigent beneficiaries on monthly basis as follows: Electricity 3 453 Refuse and Rates: 1 074 Alternative energy: Gel and oil 6 000 Solar 4 922	Provided services to the following number of indigent beneficiaries: Electricity: 3 453 Rates and refuse 1 075 Alternative energy Solar 9 998 Total of indigent beneficiaries at the end of quarter 1 ending on 30 September 2016: 14 526	6 000 beneficiaries did not receive services for gel and oil	Delays with finalizing the tender for provision of gel and oil.	Tender for provision of alternative energy made and will close on 24/11/2016.
									Quarterly Cash flow						R12 000 000.00		R2 681 130.05			
K4.BTO.21	Municipal Financial Viability And	Revenue And Expenditure	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 is charged on a monthly basis on all outstanding debt. Interest has been raised as follows: 31 July 2016	NONE	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
																	R433 019.46 31 August 2016 R452 531.5 30 September 2016 R455 396.9			
									Quarterly Cash flow →						Nil		Nil			
K4.BTO.24	Municipal Financial Viability And Management	Revenue And Expenditure Management	N/A	Billing of Accounts	Billing Report.	Billing done by 31 ST of the month and Posting of 7000 Accounts by the 15 th of the month	Accounts billed and posting done by set date	Number and Date	R200 000.00	R200 000.00	05/20/20/5380/000	N/A	N/A	Operational	Billing done by end of the month and Posting of accounts by the 15 th of each month	Billing done by end of the month and Posting of accounts by the 15 th of each month	Billing has been done at the end of each month and has been done as follows: 31 July 2016 R25 423 823.47 31 August 2016 4 598 843.85 30 September 2016 R4 494 549.04 And postage has been done on the stipulated time frames.	NONE	N/A	N/A
									Quarterly Cash flow →						R200 000.00	R50 000.00				
K4.BTO.22	Municipal Financial	Revenue And Expenditure	N/A	Smart metering installation	Installation of meters or number	Non Smart Meters installed in the	No of smart – grid meters	Number	R1 500 000.00	R1 500 000.00	05/20/30/519 0/000	N/A	N/A	Operational	Replacement of 3500 non-smart meters to smart – grid meters	Install 500 meters	No new installations done due to the delays in receiving the meters for	1000 meters not installed as planned	Service provider faced some challenges with obtaining	Meeting held with the service provider to indicate the way-forward

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				of meters installed	Matatiele area where electricity is supplied by the municipality.		installed by set date								by 30 June 2017.		completion of the project. However plans have to continue with the project have already been presented by the service provider and will be finalized by the end of October 2016.		the required meters Technical issues identified with the metres already installed and needed attention from the service provider	of the Project. Phase 2 of the project will commence on 01/11/2016
									Quarterly Cash flow						R1 500 000.00	R375 000	Nil			
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	3450 account information in the debtors system has been updated for the quarter ending September 2016. Collections are as follows: July 2016 1000 August 2016 1250 September 2016 1200	NONE	N/A	N/A
									Quarterly Cash flow						R500 000.00	R 125 000.00	R862 500.00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.37	Municipal Financial Viability And Management	Expenditure Management	N/A	Payroll Administration by 25 th of each month	Signed Bank Authorizations of Salaries & Payroll Summary Report by 25 th of each month.	Payment of Salaries and Allowances is done on the 25 th of every month	monthly payments of salaries by set date	Date on which salaries are paid	N/A	N/A	N/A	N/A	N/A	N/A	12 Monthly Salary Payments to be made by 25 of each month	Salaries paid on the 25 th of each month.	Salaries were paid on the following dates: 22 July 2016 25 August 2016 23 September 2016	NONE	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	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 916 invoices were paid and the details are follows: CAPEX 74 OPEX 842 Paid over 30 days: 63 invoices % non-compliance 6.87%	6.87% invoices not paid on time	Delays from other departments in submitting invoices for timely payment. Invoices submitted with incomplete or incorrect information	Encouraging departments to submit on time to avoid any fruitless and wasteful expenditure that might arise. Keeping an invoice register to indicate the time the invoice is received by the creditors section to effect payments

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil
K5.BTO.04	Good Governance And Public Participation	Revenue And Expenditure Management	N/A	Submission of reviewed policies.	Reviewed policies with council resolution	2016/17 approved policies	Reviewed policy	Reviewed policy	N/A	N/A	N/A	N/A	N/A	N/A	Submit policies to council for annual review	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	

UNIT: SUPPLY CHAIN MANAGEMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K1BTO.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 Plan and Percentage of implementation by set date	Plan Date Percentage	N/A	N/A	N/A	N/A	N/A	Operational	To have an approved Procurement Plan by 31 July 2016	Adoption of procurement plan by council	Procurement plan not adopted by the council on the set date	Procurement plan to be adopted on the next council meeting	The procurement plan was submitted to council but there was no council resolution	Procurement plan will be submitted to council on quarter one

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				regarding the procurement plan Approved specifications reports Copies of bid invitation Monthly progress report to Management committee and quarterly report to council											100% Implementation of the approved procurement Plan by 30 June 2017	100% Implementation of approved procurement plan by 30 September 2016	100% Implementation of approved procurement plan by 30 September 2016	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	
K3.BTO.04	Local Economic Development	SCM	NA	Demand Management (2)	updated register of accredited prospective service providers	Accredited Prospective Service Provider Register for 2015/16 FY	Supplier 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	N/A	Invitation to register on the list of Accredited prospective service providers by 15 July 2016 Verification of accredited prospective service Updated register of accredited prospective service providers	N/A	N/A	N/A
									Quarterly Cash flow →						200,000	N/A				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K3.BTO.01	Local Economic Development	SCM	N/A	Acquisition Management (1)	Awarded bids, Deviation Register, Reports on Regulation 32 bids ,	Awarded bids, Deviation Register, Reports on Regulation 32 bids for 2015/6 FY	Percentage of procurements between R30 000.00 and R20 000.00 procured locally by set date	Percentage	N/A	N/A	N/A	N/A	N/A	N/A	50% of Procurement between R30 000 – R200 000 procured locally by 30 June 2017	50% of Procurement between R30 000 – R200 000 procured locally	62% of Procurement between R30 000 – R200 000 was procured locally	N/A	N/A	N/A
				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	37% of procurement above R200 000 was procured locally		N/A	N/A
K3.BTO.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	58% of the bids were done through competitive bidding		Increase in deviations	Reduce no of deviations
K4.BTO.27	Municipal	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	Establishment of Bid Committee	N/A	N/A	N/A	N/A
															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						2016/17 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.28	Municipal Financial	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	3 Bids were awarded within 42 days from the date of appointment 7 bids were not awarded within 60 days	Bids were awarded within 90 days from the date of closing	Non availability of bi committee members	Ensure sitting of bids committees ensure minutes are signed within three days after the meeting
															N/A	N/A	N/A	N/A	N/A	
K4.BTO.29	Municipal Financial Viability And Management	SCM	N/A	Acquisition Management (6)	Irregular Expenditure register, Deviation register, monthly reports on irregular expenditure	12 report on irregular expenditure for Financial year 2015/16	Number of 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	3 Monthly Report to Management Team Meeting (MTM) on irregular expenditure was submitted on the 11 August, 8 September and 06 October 2016	N/A	N/A	N/A
									N/A	N/A	N/A	N/A	N/A	N/A	4 Quarterly reports on irregular expenditure to STANCO, EXCO and the Council by 30 June 2017	1 Quarterly report on irregular expenditure to STANCO, EXCO and the Council.	1 Quarterly report on irregular expenditure to STANCO, EXCO and the Council	N/A	N/A	
															N/A	N/A	N/A	N/A	N/A	
K4.BTO.30	Municipal Financial Viability And	SCM	N/A	Stores management	Quarterly stock count Recon on stock counts Re-order levels report	Stores management procedures in place	Number of stock counts, reconciliations, Investigations, report by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Quarterly Stock counts, Reconciliation of stock counts to General Ledger, Investigate and report on discrepancies Perform annual stock take by 30 June 2017	1 Stock counts, 1 Reconciliation of stock counts to General Ledger, 1 Investigate and report on discrepancies	1 Stock counts, 1 Reconciliation of stock counts to General Ledger, 1 Investigate and report on discrepancies			
															N/A	N/A	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						2016/17 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K4.BTO.31	Municipal Financial Viability And Management	SCM	N/A	Fixed Asset management (1)	12 Updated Asset additions on the Asset register, 4 Updated Asset Register	There is an Updated Fixed Asset Register for 201/16	Number of reports on asset additions on register and physical verification of non-infrastructure assets done	Number	N/A	N/A	N/A	N/A	N/A	N/A	12 Monthly reports on additions of asset on the asset register and Physical verification of non- infrastructure assets	Monthly additions of asset on the asset register and Physical verification of non-infrastructure assets	3 Monthly report on additions of asset on the asset register were submitted and Physical verification of non-infrastructure assets was done quarterly	N/A	N/A	N/A
K4.BTO.32				Fixed Asset management (2)	4 Recons, 4 Report on updated Asset Register	There is an Updated Fixed Asset Register for 2015/16	Number of recons and reports on Updated Asset Registers submitted	Number							4 Quarterly Asset reconciliation to General Ledger and 4 report on Updated Assets Register submitted to MTM. STANCO, EXCO and Council	One Assets reconciliation to General Ledger and 1 report on Updated Asset Register submitted to MTM. STANCO, EXCO and Council	One Assets reconciliation to General Ledger and 1 report on Updated Asset Register submitted to MTM. STANCO, EXCO and Council	N/A	N/A	N/A
K4.BTO.38				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	No obsolete assets identified in the first quarter	N/A	N/A	N/A
				Quarterly Cash flow →											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						2016/17 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
					assets															
K4.BTO.33	Municipal Financial Viability And Management	SCM	N/A	Maintenance of Service Providers contract (1)	Appointment Letter, Signed Service Level Agreements	Contract register is in place	Number of days in which Contracts/service level agreements are signed after a bid is awarded	Date Contract register							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	For all 10 bis awarded the SLA and contract were signed within 30 days from the appointment	N/A	N/A	N/A
				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	N/A	N/A	N/A	N/A	N/A	Operational	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	10 reports on Awarded bids to were submitted to National treasury within 10 days after Month end and contract register was update monthly			
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	
K2.BTO.02	Municipal Financial Viability And	SCM	N/A	Fleet management	12 fleet abuse cases and accidents reports	Fleet management procedures	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	3 monthly report on fleet abuse cases and accidents was submitted on the 11 August, 8 September and 06 October 2016	N/A	N/A	N/A
					Vehicle Licensing, Vehicle service orders	2015/16 accidents reported 2015/16 fleet abuse cases									Ensure 80% Roadworthy municipal fleet by 30 June 2017	Ensure 80% Roadworthy municipal fleet	All the municipal vehicle are roadworthy			
									Quarterly Cash flow →						R480 000.00	R120 000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						2016/17 QUARTER 1 PERFORMANCE REPORT					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
K5.BTO.02	Good Governance And Public	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	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	

COMMUNITY SERVICES DEPARTMENT

UNIT: ENVIRONMENTAL AND SOLID WASTE MANAGEMENT

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	Q1	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 date	R 500 000.00	R 500 000.00	05 30 35 4976 000	N/A	N/A	Operational	To establish 20km of firebreaks in the Nature Reserve by 30 June 2017	Procurement Services and 20 km fire break establishment.	Procurement of PPE, Field Equipment, training in First Aid Level one were done. 20 km of firebreaks was done in the Nature reserve (Wilfred Baur and Mountain lake).	N/A	N/A	N/A
									Quarterly Cash flow						R 500 000.00	R467 600.00	R306 963.40			
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 identifies 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 of illegal dumping Curbing	2 illegal dumping sites curbed on the Open space opposite Shoprite Centre and Opposite Santa TB hospital. Clean-up campaigns conducted every Wednesday illegal dumping sites were cleared at Railway road.	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
K5.CMS.01	Good Governance And Public Participation	Environmental Management And Solid Waste	1, 19, 20 And 26	Waste Management Awareness	Filled survey forms signed by the residents in 4 wards (1, 19, 20 and 26), and report	26 awareness campaigns	Number of awareness campaigns conducted by set date	Number date	N/A	N/A	N/A	N/A	N/A	N/A	To conduct 4 waste management awareness to 4 wards receiving waste services by 30 June	To conduct Waste Management awareness in ward 19 and 20	Continuous road show awareness campaigns were conducted in Matatiele CBD. An awareness campaign was conducted at Bavumile SPS in Masakala	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
	BASIC SERVICE DELIVERY	ENVIRONMENTAL MANAGEMENT AND	20	Waste Buy-Back Centre	TOR, advert, appointment letter, invoices, proof of payments and photos	There is an existing licensed landfill site	Constructed Buy-Back center structure	Structure	R 1 000 000.00	R 1 000 000.00	N/A	80 30 35 5751 025			Construction of a Waste buy Back center by 30 June 2017	Drafting of TOR, advertise and appoint a service provider	N/A	TOR of not drafted, Service provider not appointed	N/A	N/A
									Quarterly Cash flow						R 1 000 000.00	R300 00.00	Nil	Nil	Nil	Nil
K1.CMS.03	Basic Service Delivery	Environmental Management And Solid Waste		Procurement of refuse bags	TOR, advert, appointment letter, invoices, proof of payments and photos	Provision if refuse bags	Refuse bags procured by set date	Date	R 10 290 000.00	R100 000.00	05 30 35 4910 000	N/A	N/A	Operational	Procurement of refuse bags by 30 June 2017.	Drafting of TOR, advertise and appoint a service provider	A service provider was appointed but withdrew the appointment (underquote). Terms of References have been re-submitted to SCM for advertisement.	There is no service provider on appointment for the project.	A service provider was appointed but withdrew the appointment (underquote).	A new service provider will be appointed in Q2.

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	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						R100 000.00	Nil	Nil	Nil	Nil	Nil
K1.CS.04	Basic Service Delivery	Environmental Management And Solid Waste	19	Waste removal in the CBD	Monthly Reports	CBD waste removal	Number of reports on cleaning and waste removal on CBD by set date	Number	R 10 290 000.00	R 2 470 000.00	05 30 35 4910 000	N/A	N/A	Operational	To clean and remove waste in the CBD and 12 reports by 30 June 2017	Cleaning and refuse removal in the CBD and 3 reports	Cleaning and refuse removal in the CBD and 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				
	BASIC SERVICE DELIVERY	ENVIRONMENTAL MANAGEMENT AND SOLID		Park management	Monthly Reports	Open spaces and gardens in Matatiele	Number of parks	Number	N/A	N/A	N/A	N/A	N/A	N/A	To maintain recreational park by 30 June 2017	Ongoing maintenance of Park and gardens	Parks and Gardens were maintained during this quarter	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
K1.CMS.06	Basic Service Delivery	Environmental Management And Solid Waste		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	Maintenance of cemetery and digging of graves has been done this quarter. 10 graves in Maluti and 16 graves in Matatiele and 1 grave in Cedarville were dug.	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
K1.CMS.08	Basic Service Delivery	Environmental Management And Solid	20	Landfill management	12 monthly reports on operation and management of landfill site	Appointed service provider for the operation and management of landfill site	Number of reports on operation and management of landfill site by set date	Number and date	R 10 290 000.00	R 1 575 000.00	05 30 35 4910 000	N/A	N/A	Operational	12 monthly reports on Operation and management of landfill by 30 June 2017	Operation and management of landfill and 3 monthly reports	Operation and Management of landfill and 3 monthly reports compiled.	N/A	N/A	NO
									Quarterly Cash flow						R 1 575 000.00	R 393 750.00				
K1.CMS.07	Basic Service Delivery	Environmental Management And Solid Waste	1, 19, 20, 26	Grass cutting in the CBD and residential area.	Reports	Cedarville, Maluti, Harry Gwala, Mountain View and CBD	Number of reports compiled on grass cutting and removal by set date.	Number	R 10 290 000.00	R 3 675 000.00	05 30 35 4910 000				12 monthly reports on grass cutting and remove from areas of Cedarville, Maluti, Harry Gwala, Mountain View and Buxton Park by 30 June 2017	Cutting grass, opening drains and pruning trees in the residential and CBD area	Grass cutting and pruning of trees not done	Grass cutting and pruning of trees not done	This is a seasonal project.	Grass cutting and tree pruning will be done in Q2
									Quarterly Cash flow						R 3 675 000.00	R 918 750.00	Nil	Nil	Nil	Nil
	BASIC SERVICE DELIVERY	ENVIRONMENTAL MANAGEMENT AND SOLID	20	Maintenance of Landfill access road	Pictures and Reports	1.5 kilometer's	Number of km maintained by set	number	R 25 000.00	R 25 000.00	05 30 35 4690 000	N/A	N/A		Maintain the landfill site access road by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R 25 000.00	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
	BASIC SERVICE DELIVERY	ENVIRONMENTAL MANAGEMENT AND		Maintenance of nature reserve access road	Reports and Pictures	10 kilometer's	Number of km maintained by set date	Number	R 60 000.00	R 60 000.00	05 30 35 4690 000	N/A	N/A		Maintain the 10 km nature reserve road by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R 60 000.00	Nil	Nil	Nil	Nil	Nil
	BASIC SERVICE DELIVERY	ENVIRONMENTAL MANAGEMENT AND SOLID		Income generation through refuse removal	Report	R2 000 000.00 collected for refuse removal in 2015/16 financial year	Number of households receiving refuse collection services	Number	N/A	N/A	N/A	N/A	R 2 000 000.00	Operational	To have 5420 households and businesses receiving refuse removal services by 30 June 2017	To have 5420 households and businesses receiving refuse removal services	5420 households and businesses received refuse removal during this quarter.	N/A	N/A	N/A
									Quarterly Cash flow						(R 2 000 000)	(R 500 000.00)	(R2 190,328.23)			

UNIT: PUBLIC PARTICIPATION AND EPWP

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER				
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual performance	Deviation from the target	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, Payment schedule 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	Drafting and adoption of beneficiary recruitment plan	Recruitment, Business and Budget plan done	N/A	N/A
									Cash Flow						R 4 040 000.00	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE 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	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R100 000.00	Nil	Nil	Nil	Nil	Nil
	BASIC SERVICE DELIVERY	PUBLIC SAFETY		Upgrade fire station.	Terms of reference, advert, appointment letter, invoices and proof of payment	Aerodrome building	Upgrade complete by set date	Upgraded fire station	R250 000.00			80 30 74 5751 036			upgrade the fire station by 30 June 2017	Drafting of specification, advertise and appoint a service provider	Nil	N/A	N/A	Present project specification at the next BSC sitting, advertise and appoint in quarter 2.
									Quarterly Cash flow						R250 000.00	Nil	Nil	Nil	Nil	Nil
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	Drafting of specification, advertise and appoint a service provider	Nil	N/A	N/A	Present project specification at the next BSC sitting, advertise and appoint in quarter 2.
									Quarterly Cash flow						R50000.00	Nil	Nil	Nil	Nil	Nil
K1.CMS.13	Basic Service Delivery	Public Safety		Purchase of traffic motorcycles.	Proof of Terms of reference, advert,	Motorcycles.	Number of motorcycles	Number date	R500 000.00	R500 000.00	N/A	80 30 74 5756007	N/A	N/A	Purchase of 5 traffic motorcycles	Drafting of specification, advertise and	Nil	N/A	N/A	Present project specification at the

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 2016/17FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					appointment letter, invoices and proof of payment		purchased by set date								by 30 June 2017	appoint a service provider				next BSC sitting, advertise and appoint in quarter 2.
									Quarterly Cash flow						R500 000.00	Nil	Nil	Nil	Nil	Nil
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	R 100 000.00	R 100 000.00	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	Drafting of specification, advertise and appoint a service provider	Nil	N/A	N/A	Present project specification at the next BSC sitting, advertise and appoint in quarter 2.
									Quarterly Cash flow						R100 000.00	Nil	Nil	Nil	Nil	Nil
K5.CMS.02	Good Governance and Public Participation	Public Safety		Awareness campaigns on disaster and fire	Reports and attendance register	Awareness campaigns done in certain wards	Number of campaigns conducted by set date	Number date	N/A	N/A	N/A	N/A	N/A	N/A	Conduct 8 awareness campaigns on disaster, fire by 30 June 2017	Conduct 3 Awareness Campaigns on disaster and fire	One Fire awareness campaign conducted	Two Fire awareness campaigns were not conducted	Fire team was busy with fire prevention belts due to the period being the fire season.	The unit to proceed with awareness campaigns in Q2.
									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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE 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 people for drivers licenses, 575 learners and 150 vehicles (1127)	L/L = 632; D/L = 216; M/V = 336. Total people & m/v tested = 1184.	N/A	N/A	N/A
									Quarterly Cash flow						R2 047 500.00	R511 875.00	Nil	Nil	Nil	Nil
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.	Total M/V licensed = 2144	N/A	N/A	N/A
									Quarterly Cash flow →						R1 260 000.00	R315 000.00	Nil	Nil	Nil	Nil
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.	2538 m/v stopped and checked	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil
K1.CMS.18	Basic Service	Public		Routine patrols within the municipality areas	Schedule Reports	Daily patrol	Number of patrols	Dated trip authorization	N/A	N/A	N/A	N/A	N/A	N/A	Conduct 480 routine patrols in the Municipal area	120 routine patrols	184 patrols were conducted	N/A	N/A	N/A

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									ACTUAL BUDGET 2016/17FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMAN CE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATIO N	CORRECTI VE MEASURE
							conducted by set date								by 30 June 2017					
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil
	MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT	PUBLIC SAFETY		Income generation through vehicle pound fees.	Report	R18 000.00 generated through vehicles pound fees in 2015/16 financial year	Income generated	Amount	N/A	N/A	N/A	N/A	(R 40 000.00)	Revenue	Vehicle pound fees by 30 June 2017	Generate R10 000 from vehicle pound fees	30 m/v impounded and R1'576.00 collected.			
									Quarterly Cash flow						(R 40 000.00)	(R 10 000.00)	R1'576.00			

CORPORATE SERVICE DEPARTMENT

UNIT: ADMIN SUPPORT AND PUBLIC AMENITIES

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					CORRECTIVE MEASURE
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
K1.IRS.20	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	3, 8, 24, 26	Maintenance and Repairs of Madimong Community Halls (Ward 3), Mafube Community Hall (Ward 7), Zibi Mayor Community Hall (Ward 24) and Cedarville Town Hall (Ward 26) by 30 June 2017	TORs, Advertisement/s 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	N/A	Specifications /TOR drafted. Awaited the appointment of newly elected ward councilors for their input. Site inspections with Ward Councilors held on 1 September 2016.	TORs not presented to BSC	No quorum for BSC meeting on 30/09/16	TORs to be presented in 2 nd Quarter to BSC
									Quarterly Cash flow						R 1 100 000.00	Nil	R0.00			
K1.IRS.21	Basic Service Delivery	Human Settlement	3	Maintenance and repairs of Zanovuyo Pre-school in Ward 3 by 30 June 2017	TORs, Advertisement/s 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	N/A	Specifications /TOR drafted. Awaited the appointment of newly elected ward councilors for their input. Site inspections with Ward Councilors held on 1 September 2016.	TORs not presented to BSC	No quorum for BSC meeting on 30/09/16	TORs to be presented in 2 nd Quarter to BSC
									Quarterly Cash flow						R100 000.00	Nil				
K1.IRS.22	Basic Service Delivery	Human Settlement	19, 20	Maintenance and repairs of Thandanani 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	N/A	Specifications /TOR drafted. Awaited the appointment of newly elected ward councilors for their input. Site inspections with Ward Councilors held on 1 September 2016.	TORs not presented to BSC	No quorum for BSC meeting on 30/09/16	TORs to be presented in 2 nd Quarter to BSC

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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow						R400 000.00	Nil				
K2.CRS.19	Municipal Institution	Administration Support And	1,19	Facilitation of appointment of service providers	Appointment Letter and service level agreement	Public toilets for community usage is available	Service provider appointed by set date	Date	R360 000.00	R360 000.00	05 25 30 4910 000	N/A	N/A	N/A	Appointment of service provider for Cleaning and Maintenance Services of Public Toilets (Rhino Taxi Rank, Coffee pot Taxi Rank and Maluti Taxi Rank) by 30 June 2017.	N/A	TOR presented to BSC on 29/8/16. Advert placed on 23/9/16 and bid closed on 30/9/16.	N/A	N/A	N/A
									Quarterly Cash flow						R360 000.00	Nil				
K2.CRS.20	Municipal Institution	Administration	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	N/A	Routine maintenance and repairs of public facilities is Ongoing. R29,700.00 was paid to Kings for Queens to repair the swimming pool pumps during July 2016.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	R29,700.00			
K1.CRS.01	Basic Service	Administration	ALL	Swimming Pool underwater machine	Appointment Letter	There is no machine to clean underwater in the swimming pool	Purchased under water machine by set date	Date	R80 000.00	R80 000.00	80 25 30 5750	N/A	N/A	N/A	Purchase underwater machine for the municipal Swimming pool by 30 June 2017	N/A	Meeting held on 19 July 2016 with KEHS and powerpoint presentation/proposal received.	N/A	N/A	N/A
									Quarterly Cash flow						R80 000.00	Nil				
K2.CRS.12	Municipal	Administration	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 Council meeting of 29 July 2016 published on 22 July 2016. The Council meeting of 18 August 2016 was advertised on 11 August 2016 in the Informer Newspaper	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	and on 12 August 2016 in the Fever Newspaper. The meeting was then postponed to 24 August 2016 and this meeting advertised on 19 August 2016 in the Fever Newspaper.			
K2.CRS.13	Municipal Institution	Administration	1,19,26	Facilitation of sitting of governance and oversight structures meetings	Minutes, Calendar of Council and Committee Meetings	Rules and Orders of Council and Annual Calendar of meetings	Minutes of each governance structure meeting produced within the prescribed time frame	Number of days	N/A	N/A	N/A	N/A	N/A	N/A	Production of Minutes of each governance structure meeting within 2 weeks after sitting	Production and submission of minutes to the Chairperson of the meeting within 2 weeks after each meeting	Minutes were produced within 2 weeks after each meeting and submitted to the Manager: Admin. Support and Public Amenities Units.	N/A	N/A	N/A
K2.CRS.14	Municipal Institution	Administration	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 of Council resolutions and submission of the Council Resolutions to the Speaker within 2 weeks of the Council sitting.	Production of Council resolutions and submission of the Council Resolutions to the Speaker and Managers were done within 2 weeks of the Council sitting.	N/A	N/A	N/A
K2.CRS.38	Municipal Institution	Administration Support	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	Quarterly Reports reflected as item 3.1 of the MTM reports for Quarter 1	N/A	N/A	N/A
									Quarterly Cash flow						N/A	N/A				
K2.CRS.15	Municipal Institution	Administration	1,19,26	Monthly Management Team	Minutes, attendance registers, calendar of Council and Committee Meetings	Annual Calendar of	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	Issuing of management team meeting notice 1 week	Notices of management team meetings were issued 1 week before	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Meetings (MTM)		meetings									regarding scheduled meetings	before the scheduled meeting	the scheduled meetings			
K2.CRS.16	Municipal	Administrative	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.	3 MTM agenda were issued 24 hours before the scheduled meeting.	N/A	N/A	N/A
K2.CRS.17	Municipal	Administrative	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	Minutes produced and submitted to the Manager: Admin. Support and Public Amenities Units.	N/A	N/A	N/A
									Quarterly Cash flow						N/A	N/A				
K2.CRS.18	Municipal Institution	Administration Support And	1,19,20,26	Facilitation of appointment of a Safety and Security Services provider	Appointment Letter and service level agreement	Municipal premises and assets requiring security services are in place	Service provider appointed by set date	Date	R7,440,000.00	R7,440,000.00	05 25 30 4910 000	N/A	N/A	N/A	Facilitation of appointment of a Safety and Security Services provider on key municipal premises by 30 June 2017.	Preparation of specifications for provision of Safety and Security Services.	TOR drawn up and presented to BSC on 19 July 2016. Advertisement for Security Services placed on 19 August 2016 in the Daily Dispatch and EG Fever. A site meeting was held on 26 August 2016 and the closing date is 29 September 2016. Currently at Evaluation Stage.	N/A	N/A	N/A
									Quarterly Cash flow						R7,440,000.00	Nil				
K2.CRS.23	Municipal Institution	Administration Support And	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 compilation of 3 reports by the service provider by 30/09/16	1 quarterly meeting held on 27 September 2016 and 3 reports received by the service provider by 30/09/16	N/A	N/A	N/A
						•									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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE	
K2.CRS.22	Municipal Institution	Administration Support	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 meeting on: Library, Museum, Cleaning Services and Messenger/Driver Services by 30/09/16	1 quarterly report on: Library, Cleaning Services and Messenger/Driver Services received and Minutes of meeting held on 29 September 2016 are available.	N/A	N/A	N/A	
									Quarterly Cash flow						Nil	Nil					
K2.CRS.21	Municipal	Administration	1,19,20,26	Purchase of protective clothing	Appointment Letter	The contract of the current service provider ended in 2016	Number of staff provided with protective clothing by set date	Date	R160,000.00	R160,000.00	05 25 30 5521	N/A	N/A	N/A	To provide staff with necessary protective uniform by 30 June 2017	Preparation of specifications and advertisement for Protective Clothing	Specifications/TORs drawn up and presented to BSC on 29 August 2016. Advert placed on 23 September 2016 and closed on 4 October 2016.	N/A	N/A	N/A	
									Quarterly Cash flow						R160,000.00	Nil					

UNIT: HUMAN RESOURCES MANAGEMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					CORRECTIVE MEASURE
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
K2.CRS.01	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Development of staff Establishment	Reviewed staff establishment Council resolution on adoption of the reviewed staff establishment	2016/17 approved Staff Establishment	Approved staff Establishment by set date	Staff Establishment Date	N/A	N/A	N/A	N/A	N/A	N/A	Approval of a Staff Establishment by 30 June 2017	None	Thirty six (36) positions (with warm bodies) have been Identified as displaced in terms of the organogram adopted in May 2016. A placement process to commence in Oct has been accepted by Management at its meeting held on 13 Sep 2016.	None.		
									Quarterly Cash flow →						Nil	Nil	Nil.			
K2.CRS.02	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Filling of budgeted and approved vacant posts	Advertisements , schedule of appointed employees and appointment letters	Budgeted for vacant posts on the staff establishment	Number of identified and approved vacant posts to be filled by 30 June 2017	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Filling of 100 budgeted and approved vacant post (2016/17) by 30 June 2017	conducting a recruitment process for a specified number of identified and approved vacant posts	A total of 41 positions were filled between 01 July & 30 Sep 2016, one appointment was finalized in 2015/2016 FY, while the recruitment processes for forty (40) positions were coordinate & completed during the quarter. These 40 appointments were made of: 13 on a short – term; 20 appointments made ito Sec 198B of LRA; 04	N/A.		

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
																	were previously seconded; and 03 Managers appointed on a 5 year fixed term. More & above, a total of twenty four (24) recruitment activities were facilitated, in respect of the posts requisitions received; four (04) advertisements were done (<i>1st – 18 to 25 Aug; 2nd - 19 to 02 Sep; 3rd – from 06 to 23/09 and 4th advert placed on 26 Sep to 14 Oct</i>). From the above, shortlisting for 03 positions conducted as at 30 Sep 2016.			
									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						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
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	three (3) Training Programs to be implemented	Six (6) training interventions were coordinated & 20 Officials were trained. Three (3) TORs were developed, & presented to BSC, and advertised, pending approval.	N/A.		
									Quarterly Cash flow →						R1 100 000.00	R137 500.00	R141 004.20			
K2.CRS.04	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Provision of financial study assistance for approved study programs	Approved application for financial study assistance Proof of payment	Training and development policy is in place	financial study assistance for approved study programs provided by set date	Date	R200 000.00	R200 000.00	2535 5470 000	N/A	N/A	Own revenue	Provision of financial study assistance for approved study programs by 30 June 2017	Consideration of application for financial study assistance and payment thereof upon approval	Three new applications for financial study assistance were received and upon submission of a recommendation, the same were approved by the MM. There is a total of ten (10) employees with Study grant. (Comprised of 01 from 2015 & 9 from 2016).	N/A.		
									Quarterly Cash flow →						R200 000.00	R50 000.00	R20 000			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
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.	Distribution and filling of skills Audit forms	Forms were distributed to the five new managers & 61 Cllrs during the quarter. A total of 34 skills audit forms were received from four of the five managers, one official and twenty nine Cllrs.	N/A		
									Quarterly Cash flow →					Nil	Nil	Nil.				
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.	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						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
K5.CRS.02	Good Governance And Public Participation	Human Resource Management	N/A	Conducting of amended HR policies workshops	Workshop Attendance Register	Reviewed HR policies	Number of municipal departments that received workshops on HR Policies by set date	Number Date	R 30 000.00	R 30 000.00	2535 5180 000	N/A	Inferral	Own	Workshop six (6) municipal departments on HR policies by 30 June 2017	(2) Two Municipal Departments will receive workshop on HR Policies	Coordinated policy roll out workshops to four (04) departments on 25, 26, 30 & 31 Aug; 19 & 20 and 27 & 28 Sep 2016. Employees were grouped into groups of thirty, and a total of 158 employees attended the policy – roll out workshops held, respectively.	N/A.		
									Quarterly Cash flow →						R 30 000.00	R10 000.00				
K5.CRS.02	Good Governance And Public Participation	Human Resource Management	N/A	Conducting Workshops on labour relation issues (awareness workshops on labour relation legislation, collective agreements and decided labour law cases	Attendance Registers	Labour relations policy and labour legislation	Number of municipal departments that received workshops on Labour Relations Issues by set date	Number Date	R 30 000.00	N/A	2535 5180000	N/A	Internal	Own	Workshop six (6) municipal departments on labour relations issues done by 30 June 2017	One (1) Municipal Departments will receive workshop on Labour Relation Issues	Main Collective Agreement, EC Consolidated conditions of services & Labour Relations Policy were presented at the policy roll out workshops held on 25, 26, 30 & 31 Aug; 19 & 20 and 27 & 28 Sep to the employees from all six departments. Employees were grouped into groups of thirty, and a total of 158 employees attended the policy – roll out workshops held, respectively.	N/A.		

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICAT ION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
									Quarterly Cash flow →						R 30 000.00	R 5000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
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 September 2016	<p>Three (3) Payroll input submissions were done to BTO. For July, payroll input prepared, included a once – off 2, 5% pay progression for Employees. In Aug, payroll input included salary increase (6%) for LML employees, pro – rata salary pay for Cllrs (incl. 26 new Cllrs).</p> <p>The proposed plan on cabbng overtime was presented to & accepted by the Management on 16 July 2016.</p> <p>Public Safety Section was consulted on 17 Aug with regard to the same, for implementation with effect from 01/09/2016.</p> <p>Payroll procedure manual developed and presented to Management at its meeting held on 13 Sep 2016, for onward submission in Oct 2016.</p>			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
									Quarterly Cash flow →						Nil	Nil.	Nil.			
K4.CRS.02	FINANCIAL MANAGEMENT AND VIABILITY	HUMAN RESOURCE MANAGEMENT	N/A	4.45. Leave administration	Monthly leave report	Leave management policy	Number of leave management reports by set date	Number	N/A	N/A	N/A	N/A	N/A	N/A	Twelve (12) Monthly leave management reports by 30 June 2017	Three (3) monthly leave management reports by 30 September 2016	Three (3) monthly leave management report done for July, Aug & Sep 2016. Leave provision for the year 2015/16 was prepared and forwarded to B & T in preparation for the financial statements.			
									Quarterly Cash flow →						Nil	Nil.	Nil.			
K2.CRS.06	Municipal Institutional Transformation And Development	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	Preparation for the ceremony	Action Plan developed.			
									Quarterly Cash flow →						R500 000.00	Nil	Nil.			
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	One awareness session, on Cultural Diversity, was successfully held on 23 Sep 2016.			
									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						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
										ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
K2.CRS.08	Municipal Institutional Transformation And Development	Human Resource Management		Monitoring of Employee Health and Safety issues	Minutes of OHS Committee	OHS policy and protective clothing and equipment	Number of OHS Committee meetings by set date	Number	Date	N/A	N/A	N/A	N/A	N/A	N/A	four (4) OHS Committee meetings by 30 June 2017	one (1) OHS Committee meeting	Facilitated appointment process of 13 OHS Committee members. One OHS Committee meeting held on 21 September 2016.			
										Quarterly Cash flow						Nil	Nil	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 report	Employee health and safety, workplace HIV/AIDS and EAWP policies in place	Number of wellness program events conducted by set date	Number	Date	R 450 000.00	R 450 000.00	2535 5306 000				Conduct two (2) wellness programs events by 30 June 2017	To conduct employee medical screening for infrastructure services (electricity unit)	Medical screening conducted in July. Medical Screening certificates were delivered by the service provider in Aug 2016. There was no wellness day event scheduled for the first quarter.	N/A.		
										Quarterly Cash flow →						R 450 000.00	R 50 000.00	R24 000			
K2.CRS.10	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Signing of Performance Plans for Task Grade 14 –07 Employees	Schedule of Signed Plans	IPMS Policy	Signed performance plans for Task Grade 14-07 employees by set date	Signed Plans	Date	N/A	N/A	N/A	N/A	N/A	N/A	Signing of Performance Plans for Task Grade 14-07 employees by March 2017	Signed Performance Plans for Task Grade 14-07 employees by 30 September 2016	A total of 90 (out of 169) employees on TG 14 – 07 have signed and submitted 2016/2017 performance plans as at 30 September 2016.	Only 90 employees signed performance plans as at end of Q1.	The total of 169 employees includes 8 on suspension and 8 Council Support officials not yet appointed on task grade 14-07.	Escalate the matter with the management team members and Municipal Manager for intervention.

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
									Quarterly Cash flow →						Nil	Nil	Nil.			
K2.CRS.11	Municipal Institutional Transformation And Development	Human Resource Management	N/A	Quarterly performance Review for Task Grade 14 – 07 Employees	Signed Schedules and Quarterly Performance Reviews	Mid-year and Annual Performance Assessment for 2015/16 FY	Number of quarterly performance reviews	Number	N/A	N/A	N/A	N/A	N/A	N/A	Quarterly performance reviews for Task Grade 14-07 employees by 30 June 2017	Quarterly performance reviews for Task Grade 14-07 employees	N/A.	N/A.		
									Quarterly Cash flow →						Nil	Nil	Nil.			
K3.CRS.01	Local Economic Development	Human Resource Management	N/A	Capacity building of unemployed youth	Signed learnership/apprenticeship contracts	Training and Development Policy and WSP	Number of programmes for unemployed youth offered by set date	Number Date	R300 000.00	R300 000.00	2535 5190 000	N/A	N/A	Own revenue	Offer Learnership /apprenticeship programmes/ skills programmes to unemployed youth in the municipality by 30 June 2017	Signing and/or acceptance of the appointed training provider, and signing contracts with the identified learners.	37 learners recruited from Matatiele in June 2016, attended classes (theory) until Sep 2016. Arranged venue (Town Hall) for the training for the period under review.			
									Quarterly Cash flow →						R300 000.00	R75 000.00	Nil.			

UNIT: INFORMATION AND COMMUNICATION TECHNOLOGY

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	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	Preparing drafts four (4) ICT Governance Policy Framework documents	The four ICT Governance Framework Documents are in place: 1. ICT Strategic Plan 2. Enterprise Architecture 3. ICT Migration Plan 4. ICT Procurement Strategy DRAFTS REVIEWS File Plan Registry, records and archive policy ICT Policy Review	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				
K5.CRS.06	Good Governance and Public Participation	Information and Communication	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	ICT Steering Committee Meeting was held on 14 July 2016 as per the Calendar of meetings	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.24	Municipal Institution Development And Transformation	Information And Communication Technology	N/A	Maintaining installation of Virtual Private Network (VPN) client to all Municipal laptops	Signed installation register System log report detailing users that can connect through VPN client	Virtual Private Network (VPN) is in place	Number of laptops configured to connect to municipal VPN through VPN Client	Number Date	R1 396 000.00	R564 000.00	52540 491000	N/A	N/A	Operational	To have VPN client installed to 72 municipal laptops by 30 June 2017	Quarterly report of newly connected users	There were eleven (11) newly bought laptops during first quarter And All eleven laptops were configured to connect through VPN Client	N/A	N/A	N/A
									Quarterly Cash flow						R564 000.00	R141 000.00				
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	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	N/A	Holding a consultative working session with Service Provider for establishment of intranet and extranet	The Service Provider promised to develop a Municipal on Point System using SharePoint	The Service Provider is not proposing to pilot the Municipal on point system at no risk to MLM	Fast track the progress, signing of MOU and organizing a consultative working session to customize the solution to MLM needs
									Quarterly Cash flow →						R200 000.00	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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					and extranet															
	Municipal Institutional Transformation and Development	Information and Communication Technology	N/A	1.5 Upgrading of Veeam Replication Software to Enterprise	Proof of purchase System logs showing upgraded backup software	Standard version of Veeam is in place	Specifications for an Upgraded backup software	Date	R1480 000	R150 000	N/A	802540 5750 004	N/A	Operational	To have an upgraded backup software by 31 March 2017	Formulation of specification of upgraded backup software	The specifications have been formulated through a consultative approach: Offsite storage must be procured (~ 250K) and stable electricity supply is recommended at offsite site	N/A	N/A	N/A
									Quarterly Cash flow →						150 000	N/A				
K2.CRS.28	Municipal Institutional Transformation And Development	Information And Communication Technology	N/A	Installation of optical Fibre Link between Civic Centre Offices and Public Safety Offices	ToRs 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	Preparation of ToRs, and presentation to BSC	The ToR were prepared and presented to the BSC on 26 September 2016	N/A	N/A	N/A
									Quarterly Cash flow →						R480 000.00	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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.29	Municipal Institutional Transformation And Development	Information And Communication Technology	N/A	Provision of Surveillance Cameras in all Municipal properties	ToR for surveillance Camera Systems logs showing Connections and configurations of Surveillance Cameras to central storage	Surveillance Cameras are isolated in offices	Surveillance Cameras and surveillance data storage in the server room provided by set date	Date	R504 000.00	R504 000.00	N/A	802540 5750 004	N/A	Capital	To have functional Surveillance Cameras and reliable surveillance data storage in the server room by 30 June 2017	Preparation of ToR Presentation of ToRs to the BSC	The ToR were prepared and presented to BSC on 26 September 2016 The committee recommended that: The ToR are a duplicate of the advertised bid. The user department must narrow the scope to focus only on outdoor surveillance of municipal property That the project be presented to BSC in Phases	N/A	N/A	N/A
									Quarterly Cash flow →						R504 000.00	Nil				
K2.CRS.30	Municipal Institutional Transformation And Development	Information And Communication Technology	N/A	Establishment of full functional helpdesk through Service Manager System	ToRs for Service Manager configurations Advertisement of the Bid Monthly reports	Incident Management Policy is in place	Functional help desk Service by set date	Date	R300 000.00	R190 000.00	N/A	52540 465000	N/A	Operational	To maintain a fully functional help desk through Service Manager System by 30 June 2017	Preparation of ToR Presentation of ToR to BSC Advertisement of bid Presentation of detailed monthly ICT incident reports	Appointment of Service Provider and configuration of Service Manager System	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow →						R190 000.00	Nil				
K2.CRS.31	Municipal Institutional Transformation And Information And Communication Technology	N/A	Conducting monthly firewall and domain controller audit logs	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	Firewall and Domain Controller logs were performed on months of; July August September				
								Quarterly Cash flow →						N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Municipal Institutional Transformation and Development	Information and Communication Technology	N/A	1.10 Implementation of file plan	Monthly reports	File plan is in place	Number of monthly reports to adherence of file plan	Number Date	N/A	N/A	N/A	N/A	N/A	Operational	12 monthly reports on adherence to of file plan by 30 June 2017	3 Monthly report on adherence to file plan	Meeting with Metrofile consultants (12 July 2016) Sending of approved file plan for configuration Consultative working session to draft program of action to address File Plan implementation (28-29/09/2016)	Implementations of approved file plan has not commenced	There are (i) duplications, and mission within the Approved File Plan The Approved File Plan Indexing is not consistent with the current DataStor Database	A consultative working session with key personnel in filing shall be held on the week of 17 -21 October 2016. The rectified duplications and omissions shall be send to Metrofile to configure the File Plan indexing within DataStor Metrofile shall update the DataStor database
									Quarterly Cash flow →						N/A	N/A				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	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	N/A	Consulted Service Provider in August 12 and on September 27-28 for development of project plan for upgrading of DataStor and configuration of Workflows	DataStor System may only updated when the new File Plan indexing is corrected	The DataStor database is configured in the old File Plan indexing, the current File Plan index is not compatible and must be reviewed before it could be implemented	ICT Unit shall perform Business Cases Analysis, and consult with Service Provider to configure and implement workflow
									Quarterly Cash flow →						R50 000.00	Nil				
K2.CRS.33	Municipal Institutional Transformation	Information And Communication Technology	Good governance and public participation	provision of Mobile phones and Data Cards	Proof of advertisement Proof of appointment Proof lines migration Signed SLA	Cellular phone and mobile Data Card is in policy is in place	Provide Cellular phones and mobile Data Cards provided to municipal officials by set date	Date	R2 005 000.00	R805 000.00	52540 552000	N/A	N/A	Operational	To provide contracted cellular phones and mobile Data Cards for municipal officials by 31 December 2017	Advertisement of the bid, appointment of implementer, detailed report on usage of cellular phones and mobile data cards	ToRs were prepared and presented to BSC Advertisement closed on The bid was evaluated on	Implementer is not appointed	Awaiting SCM Committee of BAC to sit	Liaise with SCM for fast-tracking sitting of BAC and a subsequent appointment
									Quarterly Cash flow →						R805 000.00	R325 000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.34	Municipal Institutional Transformation	Information And Communication Technology		Continued provision of telephone system	Copy of SLA Proof of payments	Access to telephone management policy is in place	Number of reports on provision of telephone access and management by set date	Number Date	R2 005 000.00	R1 200 000.00	52540 552000	N/A	N/A	Operational	To provide 12 reports on provision of telephone access and management to members of staff by 30 June 2017	Presentation of 3 detailed reports on access and usage of telephones lines	The telephone system has been functional the month of July August (4 additional phones were requested) September (3 additional phones were requested) The request for additional phones was sent to Telkom on 23/09/2016	N/A	N/A	N/A
									Quarterly Cash flow						R1 200 000.00	R300 000.00	R303 496,93			
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	Prepare ToRs, Advertise the bid, Appoint Service Provider, Configure laptops, Handover laptops to members of council	The ToR's were presented Advertisement of the bid closed Laptops were delivered on 03/10/2016 Laptops were handed into members of Council on 04-05/09/2016	N/A	N/A	N/A
									Quarterly Cash flow						R261 000.00	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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K2.CRS.37	Municipal Institution Development And Transformation	Information And Communication Technology	Good governance and public participation	Facilitation of website hosting services	Monthly reports on website availability Proof of payment for hosting website services	Service Level Agreement is in place for website hosting	Number of monthly report on provision and monitoring of website availability by set date	Number Date	R1 396 000.00	R60 000.00	52540 491000		N/A	Operational	To provide 12 monthly reports on provision and monitoring of website availability by 30 June 2017	Presentation of 3 monthly reports on detailed audit logs to ensure municipal website availability	The website has been up and online for the entire time during months of: July, August And September The site visit to assess the Service Provider website Hosting Facilities was undertaken on 08-09/09/2016	N/A	N/A	N/A
									Quarterly Cash flow →						R 60 000.00	R15 000.00	R58 000.00			
K2.CRS.25	Municipal Institution Development And Transformation	Information And Communication Technology	N/A	Maintenance of VPN connection to all other municipal sites	Contract SLA Proof of payments	Contract and Service Level Agreement with Telkom are in place	Continued provision VPN computer network throughout all municipal office	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	To provide 12 monthly reports on VPN computer network to all office by 30 June 2017	Presentation of 3 Detailed reports on VPN computer network availability to municipal sites	Maintained VPN connection at municipality offices of: <ul style="list-style-type: none">- Traffic- Electricity- Stores- Cedarville- Maluti	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	R137 862.63			

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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.CRS.07	Good governance and public participation	Information and Communication Technology	Good governance and public participation	Submission of invoices within three (3) days of receipt	Monthly report Copy of submitted invoices	Obligation to pay invoices within 30 days	Prompt processing of invoices within 30 days	Number Date	N/A	N/A	N/A	N/A	N/A	Operational	To provide 12 monthly reports on submission of all invoices within three (3) days upon date of receipt by 30 June 2017	Presentation of 3 monthly reports on submission of Invoices	Invoices submitted to ICT Service Unit have been timely submitted to BTO: invoice Register for months of: July August September	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	N/A			
K2.CRS.36	Municipal Institution Development And Transformation	Information And Communication Technology	Good governance and public participation	Facilitation on ICT Skills	Quarterly report Training attendance register Training competency certificate	Obligation to address skill gap in ICT Unit to meet business needs	Number of ICT training programs offered by set date	Number Date	N/A	N/A	N/A	N/A	N/A	Operational	To have ICT personnel trained on 3 ICT training programs by 30 June 2017	N/A	One (1) ICT Skill Training was identified and five (5) members of ICT personnel were trained in Information Technology Infrastructure Library (ITIL) on 31 August to 02 September 2016	N/A	M/A	N/A
									Quarterly Cash flow →						Nil	Nil	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	Q1	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	Storm-water Management Plan completed by 30 September 2016	Waste Management Plan Completed	N/A	N/A	N/A
									Quarterly Cash flow →						R200 000.00	Nil	Nil			
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	Appointment of Service Provider by 30 September 2016	Awaiting for the appointment of Service Provider	Appointing a Service Provider by 30 September 2016	Tender is still to be tabled at the adjudication meeting	Appointment of Service provider to be completed in October 2016
									Quarterly Cash flow →						R150 000.00	Nil	Nil			
K6.EDP.03	SPATIAL CONSIDERATIONS	Development Planning	Ward 1, 19,20 and 26	6.3. Planning & Survey – Maluti, Cedarville and Matatiele Commercial	Appointment letter, Township layout, ROD and Council Resolution	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	Appointment of Service Provider by 30 September 2016	Awaiting for the appointment of Service Provider	Appointing a Service Provider by 30 September 2016	Tender is still to be tabled at the adjudication meeting	Appointment of Service provider to be completed in October 2016

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	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				township	n for Adopted Township layout										June 2017					
									Quarterly Cash flow →						R300 000.00	Nil	Nil			
K5.EDP.10	Governance and Public Participation	Development Planning	Ward 26	Updated Land Audit and GIS Data Set	Appointment letter, Situational analysis, Updated Land Audit and GIS Data set and closure report	2013 Matatiele Land Audit and GIS	Updated Land Audit and GIS Data set by set date	Date	R200 000.00	R200 000.00	05 3510 5190 000	N/A	N/A	CRR	Updated Land Audit and GIS Data Set by 30 June 2017	Appointment of Service Provider by 30 September 2016	Awaiting for the appointment of Service Provider	Appointing a Service Provider by 30 September 2016	Tender is still to be tabled at the adjudication meeting	Appointment of Service provider to be completed in October 2016
									Quarterly Cash flow →						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 valued land parcels by set date.	Date	R300 000.00	R300 000.00	05 3510 5190 000	N/A	N/A	CRR	Surveyed and evaluated 50 municipal land parcels for disposal by 30 June 2017	Appointment of Land Surveyor by 30 September 2016	Awaiting for the appointment of Service Provider	Appointing a Service Provider by 30 September 2016	Tender is still to be tabled at the adjudication meeting	Appointment of Service provider to be completed in October 2016
									Quarterly Cash flow →						R300 000.00	Nil	Nil			
K6.EDP.04	SPATIAL CONSIDERATIONS	Development Planning	All	6.4. Processing of rezoning applications within 60 days	Stamped application, minutes of DAAF/circulation report	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	Average turnaround time for processing applications is 60 days. (No new application)	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					and Application Register				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 Register	60 day turnaround time	Number of days (Turnaround time) for approval of Subdivision applications	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Processing of subdivision applications within 60 days	Processing of subdivision applications within 60 days	Processing of subdivision applications within 60 days (No new application)	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil			
K6.EDP.06	SPATIAL CONSIDERATIONS	Development Planning	All	6.6. Processing of special consent use applications within 60 days	Stamped application, minutes of DAAF/circulation report and Application Register	60 day turnaround time	Number of days (Turnaround time) for approval of special consent applications	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Processing of special consent use applications within 60 days	Processing of special consent use applications within 60 days	One application was received and is being processed. Turnaround time is within 30 days	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil			
K6.EDP.07	SPATIAL CONSIDERATIONS	Development Planning	All	Serving of compliance notices within one week of identification.	Inspection report, copy of notices and Register	Conducted site inspections, LUMS By-Law, Town Planning Scheme	Number of days (Turnaround time) to issue notices.	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Compliance notices served within one week of identification	Compliance notices served within one week of identification	17 identified and notices served within one week of identification	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow →						Nil	Nil				
K6.EDP.09	SPATIAL CONSIDERATIONS	Development Planning	1	6.7. Maluti Land Tenure Upgrading – Land Donation	Correspondences with the relevant department and letter of approval of land donation of Maluti Township	Deed of grants	Approved land donation by set date	Date	N/A	N/A	N/A	N/A	N/A	Operational	Maluti Land Donation approved by June 2017	Co-ordination of Maluti Land Donation process to Province	Land donation application is being processed by Department of Public Works	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				
K6.EDP.08	SPATIAL CONSIDERATIONS	Land Administration	All	6.8. Processing of municipal land disposal applications within 60 days	Stamped application, minutes of Asset Disposal Forum and Application Register	60 day turnaround time	Number of days (Turnaround time) for approval of special consent applications	Number	N/A	N/A	N/A	N/A	N/A	Operational	Processing of municipal land disposal applications within 60 days	Processing of municipal land disposal applications within 60 days	12 applications were received and processed within average turnaround time of 28 days	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil			
K5.EDP.09	Good Governance and Public Participation	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	1 st meeting held by 30 September 2016	1 st Meeting held on the 29 September 2016	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
	Spatial Rationale	DEVELOPMENT PLANNING	19, 20, 26	13.Management of Outdoor advertising	Register of served notices	Outdoor advertising signage By-Law in Place	Number of days (Turnaround time) to approve applications	Number	Operational	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 assistance from Infrastructure Services to remove them.
									Quarterly Cash flow →						Nil	Nil	Nil			
K6.EDP.10	SPATIAL CONSIDERATIONS	Development Planning	All	6.9. Processing of outdoor advertising applications within 60 days	Register of applications and minutes of Development Application Approval Forum	30 day turnaround time	Number of days (Turnaround time) for approval of Subdivision applications	Number	N/A	N/A	N/A	N/A	N/A	Operational budget	Processing of outdoor advertising applications within 60 days	Processing of outdoor advertising Applications within 60 days	One application processed and awaiting consent from SANRAL). Tur around time for processing of Outdoor advertising application is 13 days	N/A	N/A	N/A
															Nil	Nil	Nil			
									Quarterly Cash flow →											

UNIT: INTEGRATED DEVELOPMENT AND PLANNING

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1 target	Actual Performance	Deviation for the target	Reason for 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	Preparation of the 2017/22 IDP process plan, adopted by council.	-Draft process plan document developed with schedule of meetings alighted to the adopted annual calendar, presented to EXCO on 27 th July 2016, then Adopted by Council on 01 st August 2016 -The process plan submitted to ANDM & MEC: COGTA By post via Registry office and electronic copies sent via email.	N/A	N/A	N/A
									Quarterly Cash flow ↓						R8 000.00	R8 000.00	R0	N/A	N/A	N/A
K5.EDP.02	Good Governance And Public	IDP	N/A	IDP Rep forums and steering committee meetings	Attendance registers Invitation letters to stakeholders	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	1 st IDP REP forum and steering committee meeting	The 1 st IDP representative Forum and steering committee meeting was held on the 22 nd	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						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1 target	Actual Performance	Deviation for the target	Reason for deviation	Corrective measure
					Public notice										30 June 2017		September 2016			
									Quarterly Cash flow →						R20 000.00	R5 000.00	R0	N/A	N/A	N/A
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	Data collection and information on statistics, Maps and ward needs.	-Prepared the summary of the 2016 Community survey results for MLM -25 ward councilors have submitted list of villages in their respective wards - Identification of villages on the new maps done for the following wards;15,17, 1821,22,23 & 24	N/A	N/A	N/A
									Quarterly Cash flow →						R47 000.00	R47 000.00	R0	N/A	N/A	N/A
K5.EDP.04	Good Governance And Public	IDP	N/A	IDP / Budget outreach programs	Reports, attendance registers, public notice	Outreach es as per the adopted process plan	Number of outreach es held by set date	number	R1785 000.00	R468 000.00	05103551800000	N/A	N/A	Equitable Share	Conduct 2 community outreach es by 30 May 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						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1 target	Actual Performance	Deviation for the target	Reason for deviation	Corrective measure
									Quarterly Cash flow →						R468 000.00	R234 000.00	N/A	N/A	N/A	N/A
K5.EDP.05	Good Governance And Public Participation	IDP	N/A	Strategic planning session and orientation workshop for councillors	Strat plan report.	Session as per the adopted process plan	strategic planning session and workshop held by set date	date	R1785 000.00	R1 200 000.00	05103551800000	N/A	N/A	Equitable Share	Facilitate the strategic planning session and orientation workshop for councillors by 28 February 2017	Council orientation workshop on IDP processes	The council orientation workshop was held from Sunday 4 th to Thursday 8th September 2016 at The Estuary Hotel and Spa, Port Edward.	N/A	N/A	N/A
									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	<ul style="list-style-type: none">Notice: IDP process plan and Rep forum stakeholders	Public notice published on Fever newspaper (12/08/16) and Pando news (08/07/2016) Respectively) on the notice boards at the main office, EDP office and finance	N/A	N/A	N/A
																<ul style="list-style-type: none">Notice: 1st IDP Rep forum & steering committee meeting	Public notice published in fever newspaper(16/09/2016), also on the notice	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						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1 target	Actual Performance	Deviation for the target	Reason for deviation	Corrective measure
																	boards at the main office, EDP office and finance			
																<ul style="list-style-type: none"> Notice: IDP community outreach 	the public notice for the outreach prepared and signed to be published on paper for the 30 th September 2016	The public notice was published on the news paper	The IDP outreach has been postponed to the 21 – 25 November 2016	The IDP process plan will be amended with the changes to the schedule of meeting, it will be presented to council for adoption on 28 October 2016. Pending adoption by council, the public notice for the IDP outreach will be done on 11 th November 2016
									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	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R200 000.00	Nil	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						PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1 target	Actual Performance	Deviation for the target	Reason for deviation	Corrective measure
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	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						R50 000.00	Nil	N/A	N/A	N/A	N/A

UNIT: LOCAL ECONOMIC DEVELOPMENT

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K3.EDP.01	Local Economic Development	Led -Tourism	ALL WARDS	Destination Marketing	New Tourism Brochure	Old Tourism brochure	Reviewed Tourism brochure by set date	Date	R3 175 000.00	R100 000.00	0501355400000	N/A	N/A	Equitable Share	Review and re design of tourism brochure by 30 June 2017	Development Specification and advertising	Terms of Reference and specification done for Tourism Brochure	Advertising of tourism brochure	Meeting to conclude the district tourism brochure was delayed	Advert to be issued on the 14 th October 2016
									Quarterly Cash flow →						R 100 000.00	Nil	Nil			
K3.EDP.02	Local Economic Development	Led - Tourism	ALL WARDS	Music Festival (ECPTB & MDTP)	Close out report, service level agreements,	5 th Matatiele Music Festival hosted	Music Festival held by set date	Date	R3 175 000.00 + R400 000.00	R2 000 000.00	0501353480081	N/A	N/A	Equitable Share & Grant	Host the 6 th Matatiele Music Festival by 31 December 2016	Development Specifications, advertising and appointment of services providers	Terms of Reference and Specification done Service provider appointed, 50% deposit of all the National artists paid, Accommodation and flights paid	N/A	N/A	N/A
									Quarterly Cash flow →						R 2 400 000.00	R 1 200 000.00	R 713 668.50			
K3.EDP.03	Local Economic Development	Led- Tourism	ALL WARDS	Tourism Month events (Tourism month celebration , Mehlooding heritage and Ced-Matat heritage race)	Reports, pictures, invoices	Annual Tourism Events	Number of events held by set date	number	R440 000.00	R440 000.00	0501355400000	N/A	N/A	Equitable Share	To host tourism month celebration, Mehlooding heritage, Ced-Matat heritage race and Matat Fees events by 30 September 2016	Development Specifications, advertising, appointment of services providers and hosting of Tourism Month celebration	Tourism Month celebration was held on the 30 th September 2016	N/A	N/A	N/A
															To host four (4) PSC meetings and host Mehlooding heritage event.	Four PSC Meetings were held on 29 July 2016, 17 August 2016, 09 September 2016,	N/A	N/A	N/A	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
																	19 September 2016 Mehloding Heritage event was held on the 24 th September 2016			
																	To host four (4) PSC meetings and host CED-Matat Heritage race. Four PSC Meetings were held on the 15 July 2016, 17 August 2016, 9 September 2016, 19 September 2016, CED Matat Heritage event was held on the 30 th September 2016	N/A	N/A	N/A
																	To host four (4) PSC meetings and host Matat Fees. Four PSC Meetings were held on the 29 July 2016, 17 August 2016, 09 September 2016, 19 September 2016 Matat Fees Event was held on the 22-25 September 2016	N/A	N/A	N/A
									Quarterly Cash flow →						R 440 000.00	R 440 000.00	R 440 000			

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	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K3.EDP.04	Local Economic Development	Led- Tourism	ALL	Support for tourism product owners/ Tourism Indaba	Invoices, reports and pictures	Annual showcase at tourism indaba	Number of Tourism product owners marketing in the event	number	R330 000.00	R100 000.00	05013551800000	N/A	N/A	Equitable Share	Support two Tourism product owners to showcase products at the Tourism Indaba by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						R 100 000	Nil	Nil			
K3.EDP.05	Local Economic Development	Led- Tourism	ALL	Local tourism Organization	Minutes of meetings, reports	Workshop held for roles and responsibilities of the municipality and the private sector	Date of establishment	date	R3 175 000.00	R15 000.00	0501355400000	N/A	N/A	Equitable Share	To host four quarterly meetings for Tourism Development and destination marketing of Matatiele by 30 June 2017	To host a quarterly meeting for Tourism Development and destination marketing of Matatiele	First Local Tourism Organisation meeting was held on the 21 September 2016			
									Quarterly Cash flow →						R15 000.00	R5 000.00	Nil			
	LOCAL ECONOMIC DEVELOPMENT	LED -SMME SUPPORT	ALL WARDS	SMME Support/Skills Development	Attendance Register, Modules/ study Guide	Forty Cooperatives trained in Financial Management and Bookkeeping	Number of cooperatives & SMME's trained by date	Number	R3 175 000.00	R350 000.00	0501355400000	N/A	N/A	Equitable Share	To train 40 SMMEs and Co-operatives by 30 June 2017	10 Cooperatives trained in Financial Management	15 Co-operatives were trained in Financial Management on the 10-13 August 2016	N/A	N/A	N/A
									Quarterly Cash flow →						R350 000.00	R100 000.00	NIL			
K3.EDP.07	Local Economic Development	Led - SMME Support	ALL WARDS	SMME/C OOP Enterprise Funding Support	Attendance Registers Montly reports	Database available for Co-operative	Funding support done to SMMEs and Cooperati	Number	R3 175 000.00	R300 000.00	0501355400000	N/A	N/A	Equitable Share	Funding support to eight local SMMEs and Cooperatives done by 30 June 2017	Advert for proposals issued	Advert for SMME / Co-operative Funding support was issued on the 19 th August 2016	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					Proof of Payments	s and SMMEs	ves by set date													
									Quarterly Cash flow →						R300 000.00	Nil	Nil			
K3.EDP.08	Local Economic Development	Led -Smme	ALL WARDS	Processing of Business licenses	Signed application forms, Signed letters of acknowledgment	Existing data for operating businesses	% Issued licenses within the turnaround time	Percentage	N/A	N/A	N/A	N/A	N/A	Operational	Issue 100% of business licenses within 21 days	100% business licenses issued within 21 days	Business notices were issued on the 18 August 2016 One business License was issued on the 5 th August 2016	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	N/A			
	LOCAL ECONOMIC DEVELOPMENT	LED -AGRICULTURE LED -SMME SUPPORT AGRICULTURE	ALL WARDS	Construction of Matatiele Poultry Abattoir	Attendance register, Photos	Commercial and Emerging farmers producing poultry in place	Plans developed by set date	Date	R 2800 000	R1 6 500.00	N/A	8001355751060	N/A	CRR	Feasibility study & Development of business plans of poultry abattoir by 30 June 2017	Feasibility study.	Feasibility study of poultry abattoir done	N/A	N/A	N/A
									Quarterly Cash Flow →						R 1 6500 000	R 350 000	R 1 350 000 .00			
K3.EDP.09	Local Economic Development	Led -Agriculture Led -Smme Support	ALL WARDS	Construction of Matatiele Poultry Abattoir	Attendance register, Photos	Commercial and Emerging farmers producing poultry in place	Plans developed by set date	Date	R 2800 000.00	R2800.000.00	N/A	8001355751060	N/A	CRR	Feasibility study & Development of business plans of poultry abattoir by 30 June 2017	Feasibility study.	Advert to be issued on the 06 th October 2016	Issuing of an advert	There was a delay in signing of a notice	Advert to be issued on the 06 th October 2016
									Quarterly Cash Flow →						R 2800 000.00	R 1 350 000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.EDP.11	Good Governance And Public Participation	Led: Pound Management	ALL WARDS	5.84. Awareness campaigns on animal and stock control	Attendance registers.	Bylaws in place	Number of programmes conducted by set date	number	R330 000.00	R4000.00	05013551800000	N/A	N/A	Equitable Share	Conduct 8 awareness programmes on animal & stock control by 30 June 2017	2 campaigns in ward 1 and 2	Awareness brochures prepared	Holding of 2 awareness campaigns	Councilor orientations	Awareness campaigns to be held in the second quarter
									Quarterly Cash Flow						R4000.00	R1000.00	NIL	NIL	NIL	
K5.EDP.12	GOOD GOVERNANCE AND PUBLIC	LED: POUND MANAGEMENT	ALL WARD	Pound management Policy	Council support	Bylaws in place	Adopted policy by set date	date	R330 000.00	R4000.00	05013551800000	N/A	N/A	Equitable Share	Development of pound management policy by 30 January 2017	Consultation of stakeholders	Mapping of stakeholders to be consulted done	Consultation of stakeholders	Pound sub-unit personnel and logistic were still being integrated to the LED Unit	Stakeholders consultation to be done in the second quarter
									Quarterly Cash Flow						R4000.00	Nil				
K3.EDP.11	Local Economic Development	LED – STAKEHOLDER RELATIONS	ALL WARDS	Establish an Led Forum /LAT	Minutes/ Attendance register	Local Action Team meetings held in 2015/16	Number of LAT meetings held by June 2017	Number	R330 000.00	R10 000.00	05013551800000	N/A	N/A	Equitable Share	Four LAT meetings held by 30 June 2017	1 Meeting held	Local Action Team meeting was held on the 28 th September 2016	N/A	N/A	N/A
									Quarterly Cash flow						R 10 000	R 2500	R 2 275.00			

INFRASTRUCTURE SERVICES DEPARTMENT

UNIT: ELECTRICITY

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the 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	Advertise for appointment of Consultants	Appointment of Consultants advertised on 31 August 2016 and closed on 30 September 2016	N/A	N/A	N/A
									Quarterly Cash flow →						R 5 066 570.00	Nil	R 5 200 000.00	R 7 250 000.00		
K1.IRS.02	Basic Service Delivery & Infrastructure	Electricity	20	New 10 MVA substation	Monthly reports, delivery note and pictures	Substation designs in place and the link line.4	Installation of Electrical Equipment on the MVA substation by set date.	MVA Date	R 17 000 000.00	R17 000 000.00	N/A	80/40/5751/006	N/A	INEP	To complete installation of electrical equipment on the 10 MVA Substation by 30 June 2017	Construction of Substation platforms.	70% completion of platforms (Trench excavations and earth mat completed)	Substation platforms not completed	Delays in delivery of G5 Material from commercial supplier.	To be completed in Q2
									Quarterly Cash flow →						R 17 000 000.00	Nil	R 5 200 000.00	R 7 250 000.00	R 3 800 000.00	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.03	Basic Service Delivery & Infrastructure	Electricity	3 and 18	St Bernards, Bubesini A (505 HH)	Appointment Letter of the Service provider Close out Report by Consultants	18294	Number of household connections done by set date	Number Date	R 75 000 000.00	R14 425 048.00	N/A	80/40/5751/006	N/A	INEP	Connect 323 households in St Bernards, 182 HH in Bubesini A by 30 June 2017	Project Design, Eskom approvals	Project Designs presented to Eskom and approved. Project advertised on the 14 September 2016 and closed on the 21 September 2016	N/A	N/A	N
									Quarterly Cash flow →						R14 425 048.00	Nil	R1 793 760.00	R8 185 440.00	R1 381 280.00	
K1.IRS.04	Basic Service Delivery & Infrastructure	Electricity	5	Cibini A, B, D, E, F, I, Palmaville A (895 HH) –Phase 1	Appointment Letter of the Service provider Close out Report by Consultants	18294	Number of household connections done by set date	Number Date	R 57 933 430.00	R20 175 360.00	N/A	80/40/5751/006	N/A	INEP	Connect 613 households in Cibini and 282 households in Pamlaville by 30 June 2017	N/A	Project Designs presented to Eskom Stakeholders meeting on the	N/A	N/A	N/A
									Quarterly Cash flow →						R 20 175 360.00	Nil	R1 008 768.00	R950 000.00	R18 216 592.00	

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
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	R 8 548 480.00	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	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						R 10 100 000.00	Nil				
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	R 57 933 430.00	R 5 422 720.00	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	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						R 5 422 720.00	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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the 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	Appointment of Electrical Contractor	Project was advertised on the 31 August 2016 and closed on the 9 September 2016 Awaiting for appointment of Service provider	N/A	N/A	N/A
									Quarterly Cash flow →						R 8 548 480.00	R0.00				
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	Draft terms of reference and present to BSC	Project was advertised on the 19 September 2016 and closed on the 26 September 2016 and awaiting for appointment of Service provider	N/A	N/A	N/A
									Quarterly Cash flow →						R 1 119 425.85	Nil	R0.00	R0.00		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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the 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	N/A	Terms of reference drafted and present to BSC on the	N/A	N/A	N/A
									Quarterly Cash flow →						R 500 000.00	R0.00				
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 faulty switch gear at (Eskom) substation. (Replace faulty Circuit Breaker and underground cable).	ABB were appointed for the maintenance of faulty switch gear at (Eskom) substation for the maintenance of underground cable).	N/A	N/A	N/A
									Quarterly Cash flow →						R 700 000.00	R250 000.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.11	& Basic Service 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	Maintain (5) Substations and mini substation buildings (Repair doors, roof tiles and ventilator)	Substations and mini substation buildings repairs advertised	N/A	N/A	N/A
									Quarterly Cash flow →						R 50 000.00	R 15 000.00				
K1.IRS.12	Basic Service Infrastructure	Electricity	Ward 19	Streetlights	Defects register. Street lights maintenance register	990 streetlights	Repaired street light in Matatiele and Cedarville towns by set date	Time and date	R 200 000.00	R 200 000.00	N/A	80/40/4700/000	N/A	CCR	Repair street light in Matatiele and Cedarville towns by 30 June 2017	Replace defective street light fittings and globes within 48hrs after fault report logged (except cable faults).	Defective reported street lights are attended to as and when report and is an ongoing.	N/A	N/A	N/A
									Quarterly Cash flow →						R 200 000.00	R 50 000.00	370 000.00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.13	Basic Service Delivery & Infrastructure	Electricity	Ward 19	Replace RMU	Appointment letter and completion Certificate	One RMU	RMU replaced at the swimming pool by set date	Date	R150 000.00	R150 000.00	n/a	80/40/5751/000	n/a	CCR	Replace Ring Main Unit at swimming pool by 30 June 2017	N/A	Project advertised on the 17 August 2016 and closed on the 25 August 2016 and awaiting for appointment of Service provider	N/A	N/A	N/A
									Quarterly Cash flow ↓						R150 000.00	Nil				
K1.IRS.15	Basic Service Delivery & Infrastructure	Electricity		Purchase protective clothing	Protective clothing for Electricity unit staff members	Existing Protective clothing old	Protective clothing purchased by set date	Equipment Date	R105 000.00	R105 000.00	n/a	05/40/5521/000	n/a	CCR	Purchase protective clothing by 30 June 2017	Draft terms of reference and present to BSC	Protective clothing advertised on the 25 September 2016 and close on the 04 October	N/A	N/A	N/A
									Quarterly Cash flow ↓						R105 000.00	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	PROJECT TOTAL	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
									Quarterly Cash flow →						R50 000.00	R15 000.00				
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	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil

UNIT: HUMAN SETTLEMENT AND BUILDING CONTROL

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ACTUAL BUDGET 2014/15 FY	PROJECT TOTAL COST	ANNUAL BUDGET INFORMATION				PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
											OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the 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.	Termination of contract and identification of defects.	ToR presented to SCM on the 15/09/2016	N/A	N/A	N/A
															R18 326 167	R0.00	R0.00			
K1.IRS.17	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	Ward 19	Matatiele Fresh Produce (phase 2)	Advert Appointment letter Acceptance letter Practical Completion Certificate Final Completion Certificate.	Fresh Produce Market (phase 1) completed	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 2 (15%) Tender and advertisement completed	Advert Date: 16/09/2016 Closing Date: 04/10/2016			
															R2 350 600.00	Nil	R0.00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ACTUAL BUDGET 2014/15 FY	PROJECT TOTAL COST	ANNUAL BUDGET INFORMATION				PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
											OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.18	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	Ward 20	Matatiele Office landscaping /water reservoir	Advert Appointment letter Acceptance letter Practical Completion Certificate Final Completion Certificate.	BTO and LED Offices are complete.	Office landscaping designs completed by set date	Date	R800 000.00	R500 000.00	N/A	8040 4535 5756 034	N/A	CRR	Preparation of Landscaping designs completed by 30 June 2017.	N/A	Tender was advertised on the 19 Aug 2016 and closed date 07 Sept 2016.	N/A	N/A	N/A
							Percentage of Water reservoir completed by set date	Percentage Date							90% Construction of water reservoir at EDP offices completed by 30 June 2017.	ToR drafted and submitted to SCM.				
															R500 000.00	Nil				
K1.IRS.19	Basic Service Delivery And Infrastructure	Human Settlement And Building Control	Ward 20	Matatiele electrical depot (addition to BTO).	Advert Appointment letter Acceptance letter Practical Completion Certificate Final Completion Certificate.	BTO and LED Offices are complete.	Percentage of Electrical Depot Office completed 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 2 (15%) Tender and advertisement completed	Tender was advertised on the 19 Aug 2016 and closed date 07 Sept 2016.	N/A	N/A	N/A
															R1 000 000.00	Nil	R0.00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ACTUAL BUDGET 2014/15 FY	PROJECT TOTAL COST	ANNUAL BUDGET INFORMATION				PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
											OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
	BASIC SERVICE DELIVERY AND INFRASTRUCTURE	HUMAN SETTLEMENT AND BUILDING CONTROL	Ward 01, 19, 20 & 26	Identification of illegal Development	No of Notice Letters issued to owners and register	280 notices issued	Identification and issuing of notice	Time	N/A	N/A	N/A	N/A	N/A	N/A	Identification of illegal developments and issue notices within 7 working days by June 2017 Identification of illegal developments and issue notices within 7 working days by June 2017	Identification of illegal developments and issue notices within 7 working days at Cedarville, Maluti and Matatiele	57 notices issued to date	N/A	N/A	N/A
															R0.00	R0.00	R0.00	R0.00	R0.00	R0.00
	GOOD GOVERNANCE	HUMAN SETTLEMENT AND BUILDING CONTROL	All wards	Capacity Building of Staff	Training attendance and invitation letter.	12 staff trained	No. of training	number date	N/A	N/A	N/A	N/A	N/A	N/A	8 staff attending trainings by June 17	2 staff attending trainings	5 staff members trained and Skills audit report submitted to DoHS	N/A	N/A	N/A
															R0.00	R0.00	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ACTUAL BUDGET 2014/15 FY	PROJECT TOTAL COST	ANNUAL BUDGET INFORMATION				PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
											OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
	BASIC SERVICE DELIVERY AND INFRASTRUCTURE	HUMAN SETTLEMENT AND BUILDING CONTROL	Ward 01, 19, 20 & 26	Identification of illegal Development	No of Notice Letters issued to owners and register	280 notices issued	Identification and issuing of notice	Time	N/A	N/A	N/A	N/A	N/A	N/A	Identification of illegal developments and issue notices within 7 working days by June 2017 Identification of illegal developments and issue notices within 7 working days by June 2017	Identification of illegal developments and issue notices within 7 working days at Cedarville, Maluti and Matatiele	57 notices issued to date	N/A	N/A	N/A
															R0.00	R0.00	R0.00	R0.00	R0.00	R0.00
	GOOD GOVERNANCE	HUMAN SETTLEMENT AND BUILDING CONTROL	All wards	Capacity Building of Staff	Training attendance and invitation letter.	12 staff trained	No. of training	number date	N/A	N/A	N/A	N/A	N/A	N/A	8 staff attending trainings by June 17	2 staff attending trainings	5 staff members trained and Skills audit report submitted to DoHS	N/A	N/A	N/A
															R0.00	R0.00	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ACTUAL BUDGET 2014/15 FY	PROJECT TOTAL COST	ANNUAL BUDGET INFORMATION				PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
											OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K3.IRS.01	Local Economic Development	Projects, Operations And Maintenance Management	All Wards	Job creation	Labour forms	100 jobs created in the previous year	200 jobs created	Number	N/A	N/A	N/A	N/A	N/A	N/A	200 jobs created through projects construction by 30 June 2017	50 jobs created through projects construction	20 jobs created.	N/A	N/A	N/A
															Nil	Nil	R0.00	R0.00	R0.00	R0.00
K3.EDP.07	Local Economic Development	Led - SMME Support	ALL WARDS	SMME/COOP Enterprise Funding Support	Attendance Registers Montly reports Proof of Payments	Database available for Co-operatives and SMMEs	Funding support done to SMMEs and Cooperatives by set date	Number	R3 175 000.00	R300 000.00	0501355400000	N/A	N/A	Equitable Share	Funding support to eight local SMMEs and Cooperatives done by 30 June 2017	Advert for proposals issued	05 Local SMM's supported.	N/A	N/A	N/A
															R300 000.00	Nil	R0.00	R0.00	R0.00	R0.00

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ACTUAL BUDGET 2014/15 FY	PROJECT TOTAL COST	ANNUAL BUDGET INFORMATION				PERFORMANCE TARGET & PROJECTED BUDGET PER QUARTER					
											OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
	BASIC SERVICE DELIVERY AND INFRASTRUCTURE	HUMAN SETTLEMENT AND BUILDING CONTROL	All wards	Cash Flows	Monthly Reports and payment certificates	R10 000 000 cash flow	R 22 000 000 capital budget	Rands	N/A	N/A	N/A	N/A	N/A	N/A	R22 000 000 Cash flow monitored by June 2017	N/A	No appointment of any service provider on Capital Projects	N/A	N/A	N/A

															R20 000 000.00	R0.00	R0.00	R0.00	R0.00	R0.00
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UNIT: PROJECT OPERATIONS AND MAINTENANCE MANAGEMENT

Construction legend

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

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 REV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.24	Basic Service Delivery And	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	10% completion(design completed)	Design Report completed in September 2016	N/A	N/A	N/A
									Quarterly Cash flow						R3 191 342	R1 200 000.00	R 663 273.25			
K1.IRS.26(1.A)	Basic Service Delivery And	Project, Operations And Maintenance Management	Ward 03	1.52 Kamorathaba -Tsepisong - (3.8Km)	Appointment of service provider, Advert, Minutes of meetings, Monthly reports, Completion certificate & Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R2 445 302.00	R2 445 302.00	N/A	80/40/5756/024	N/A	MIG	100% completion of Kamorathaba - Tsepisong - (3.8Km) of access roads constructed by 30 June 2017	(50% completion) Clear and grub , road bed preparation	(50% completion) Clear and grub , road bed preparation completed in September 2016	N/A	N/A	N/A
									Quarterly Cash flow						R2 445 302.00	R1 222 651.00	R119 132.96			
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	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	(50% completion) Clear and grub , road bed preparation	(50% completion) Clear and grub , road bed preparation completed in September 2016	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 EV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
					Completion certificate Photos				Quarterly Cash flow						R2 200 422.00	R750 000.00	R521 874.36			
K1.IRS.26(1.C)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 04	Zazingeni-Mazizini AR- (6.5Km)	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R3 453 399.00	R3 453 399.00	N/A	80/40/5756/028	N/A	MIG	50% completion of Zazingeni-Mazizini AR- (6.5Km) of access roads constructed by 30 June 2017	15% completion(tender advertisement completion)	15% completion (tender advertisement completion) completed, Advertised on the 24th June 2016, re-advertised on 21 September 2016, site inspection on 03rd October 2016, closed on 31st October 2016.	N/A	N/A	N/A
									Quarterly Cash flow						R3 453 399.00	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 EV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.26(1.D)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 14	Mangopeng AR & bridge- (2.7Km)	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R2 420 000.00	R2 420 000.00	N/A	80/40/5756/022	N/A	MIG	50% completion of Mangopeng AR & bridge- (2.7Km) of access roads constructed by 30 June 2017	15% completion(tender advertisement completion)	Advertised on the 24th June 2016, re-advertised on 21 September 2016, site inspection on 03rd October 2016, closed on 31st October 2016.			
															50% completion of a 22 m bridge constructed by 30 June 2017	15% completion(tender advertisement completion)	Project advertised on the 31st August 2016,Site inspection on the 09th September 2016 and closed on the 19th of September 2016			
									Quarterly Cash flow						R2 420 000.00	Nil	Nil			
K1.IRS.26(1.E)	Basic Service Delivery	Project, Operations And Maintenance	Ward 24	Soloane AR- (4.4Km)	Appointment of service provider AdvertMinutes 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	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	(50% completion) Clear and grub , road bed preparation	(50% completion) Clear and grub , road bed preparation completed in			

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 EV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
					Monthly reports Completion certificate Photos										by 30 June 2017		September 2016			
									Quarterly Cash flow						R3 080 742.00	R700 000.00	Nil			
K1.IRS.26(1.F)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 25	Khaue AR- (2.5Km)	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	km Date	R2 137 500.00	R2 137 500.00	N/A	80/40/5756/023	N/A	MIG	50% completion of Khaue AR- (2.5Km) of access roads constructed by 30 June 2017	15% completion(tender advertisement completion)	15% completion(tender advertisement completion) completed, Advertised on the 24th June 2016 ,re- advertised on 21 September 2016, site inspection on 03rd October 2016,closed on 31st October 2016.			
									Quarterly Cash flow						R2 137 500.00	Nil	Nil			
K1.IRS.26(1.G)	Basic Service	Project, Operations And Maintenance	Ward 26	Sandfontein AR- (5.8Km)	Appointment of service provider Advert	637.2km new access road constructed in	Number of KM Virgin road upgraded to gravel	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	(50% completion) Clear and grub , road bed preparation	Site establishment completed	Clear and grub not completed	Delays with appointment of CLO	To be completed in Q2

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 EV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
					Minutes of meetings Monthly reports Completion certificate Photos	15/16 FY	roads by set date								by 30 June 2017					
									Quarterly Cash flow						R2 402 902.00	R650 000.00	Nil			
K1.IRS.26	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 1	Maluti Internal Streets Phase 3	Appointment of service provider Advert Minutes of meetings Monthly reports 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	(90% completion) Kerbing, Asphalt, Protection Works	(90% completion) Kerbing, Asphalt, Protection Works completed			
									Quarterly Cash flow						R5 825 000	R800 000.00	R 1 223 814.29			
K1.IRS.27(1)	Basic Service Delivery And	Project, Operations And Maintenance Management	Ward 10	Sijoka AR- (6.5Km)	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	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)	Project re-advertised on the 31st August 2016 ,site inspection on the 16th September 2016, closed on the 30th September 2016	Site establishment not completed	Bidders were non-responsive	Site establishment will be done in Q2

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 REV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
					Photos				Quarterly Cash flow						R5 054 994	R1 500 000.00	Nil			
K1.IRS.27(2)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 16	Mehloloaneng Access road (8.6km)	Appointment of service provider Advert Minutes of meetings Monthly reports Completion certificate	637.2km new access road constructed in 15/16 FY	Number of KM Virgin road upgraded to gravel roads by set date	Km Date	R3 920 000.00	R3 920 000.00	N/A	80/40/5756/030	N/A	MIG	95% completion of Mehloloaneng Access road (8.6km) of access roads constructed by 30 June 2017	(80% completion) Tipping of gravel Processing of gravel	(80% completion) Tipping of gravel, Processing of gravel completed On 30th September 2016			
									Quarterly Cash flow						3 920 000.00	R900 000.00	R1 549 525.64			
K1.IRS.28(1)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 8	Lagrange Pedestrian Bridge	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	09 bridges	Number of Bridges constructed by set date	m Date	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	15% (tender advertisement)	Tender document prepared	Tender advertisement not completed	Awaiting SCM for finalization of standard document	To be completed in Q2
									Quarterly Cash flow						R2 000 000.00	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 REV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.28(2)	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Ward 13	Tlhakanelo Culvert bridge	Appointment of service provider Advert Minutes of meetings Monthly reports Photos	09 bridges	Number of Bridges constructed by set date	m Date	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	15% (tender advertisement)	15% (tender advertisement) completed Advertised on the 19th August 2016,site inspection on the 26th August 2016, Closed on the 14th September 2016	N/A	N/A	N/A
									Quarterly Cash flow						R2 000 000.00	Nil	R 228 718.18			
K1.IRS.30	Basic Service Delivery And	Project, Operations And Maintenance Management	Wards 19, 26, 01	Kerbing, Cement and quarry material for Matatiele, Cedarville and Maluti towns.	Appointment of service provider Advert Monthly reports Photos	11450m	Number of Meters of kerbing and channeling done by set date	m Date	R 800 000.00	R800 000.00	05/40/4690/000	N/A	N/A	EQUITABLE SHARE	Install 1000 m of kerbing and channeling by 30 June 2017.	500m of kerbing and channeling installed.	75m of kerbing and channeling installed.	(425m) of kerbing and channeling not installed	Most staff suspended in Maluti, Matatiele and on leave in Cedarville.	Outsource the work to competent service providers while management is still dealing with staff suspensions.
									Quarterly Cash flow						R800 000.00	R100 000.00	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 REV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.33	Basic Service Delivery And	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	1290.3 m	Number of Meters of pipes by set date	m Date	R 180 000.00	R 180 000.00	05/40/4690/000	N/A	N/A	EQUITABLE SHARE	Install 300m of storm water pipes by 30 June 2017	150m of storm water pipes installed.	50m of storm water pipes installed.	(100m) of storm water pipes not installed.	Unavailability of own TLB as it was busy with other work.	Install more pipes during the second quarter of 2016/17 financial year.
									Quarterly Cash flow						R180 000.00	R50 000.00	Nil			
K1.IRS.34	Basic Service Delivery And	Project, Operations And Maintenance Management	Wards 19, 26, 01	Drainage excavations in Maluti, Cedarville and Matatiele.	Appointment of service provider Advert Monthly reports Photos	22863.7 m	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.	2000m of drains excavated	27.5m of drains excavated	(1972.50m) of drains not excavated	Unavailability of own TLB as it was busy with other work.	Excavate more drains during the second quarter of 2016/17 F/Y
									Quarterly Cash flow						R20 000.00	R5 000.00	Nil			
K1.IRS.35	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	Wards 19, 26, 01	Pothole repairs and verge tarring in Matatiele CBD, Maluti and Cedarville.	Appointment of service provider Advert Monthly reports Photos	24305.7 m ²	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 ² of surfaced road maintenance by 30 June 2017	3000m ² of surfaced road maintained	1396.4m ² of surfaced road maintained	(603.6m ²) of surfaced road not maintained	Most staff suspended in Maluti, Matatiele, remaining staff did pothole patching.	Outsource the work to competent service providers while management is still dealing with staff suspensions.
									Quarterly Cash flow						R500 000.00	R100 000.00	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 EV	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.36	Basic Service Delivery And Infrastructure	Project, Operations And Maintenance Management	02,06,08,09,11,12,13,18,20,21,22,25	Maintenance and rehabilitation of 27,8km of gravel roads in the following wards:02,06,08,09,11,12,13,18,20,21,22,25	Appointment of service provider Advert Monthly reports Photos	927.53 Km	Number of Kilometres maintained and rehabilitated by set date	KM Date	R 1 300 000.00	R 1 300 000.00	05/40/4690/000	N/A	N/A	EQUITABLE SHARE	10 Km of roads to be maintained and rehabilitated by 30 June 2017.	3km of road maintained and rehabilitated.	0Km of road maintained and rehabilitated .	(3 Km) of road not maintained and not rehabilitated.	Plant operators Contracts has expired	Fast track the appointment of service provider to manage the plant.
									Quarterly Cash flow						R1 300 000.00	R200 000.00	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	Q1	Actual Performance	Deviati on from the Target	Reason for the Deviatio n	Correcti ve Measure
K1.IRS.25(1)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	09	Afsondering Sports field	Monthly Reports Completion certificate	4 Sportsfields	Final completio n 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 Afsonderin g sports field by 30 June 2017	Retention	Retention not reached	Buildin g of the structu re	Project not on retention	To be handed in Q2
									Quarterly Cash flow						R2 172 000.00	Nil	R721 858.00			
K1.IRS.25(2)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	22	Epiphany Sports field	Monthly Reports Completion certificate	4 Sports fields	Final completio n 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	Retention	Contracto r busy with snag	Extra works(retaini ng wall) not comple ted	Project not on retention	To be complete d in Q2
									Quarterly Cash flow						R622 000.00	R232 900	R153 330.00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.25(3)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	16	Majoro Sports field	Monthly Reports Completion certificate	4 Sports fields	Released retention for sport field by set date.	Square meters percentage date	R922 000.00	R922 000.00	N/A	80/40/45/5791/018	N/A	MIG	Retention release for Majoro sports field constructed by 31 December 2016	Retention	Retention	N/A	N/A	N/A
									Quarterly Cash flow						R922 000.00	R682 741.00	R778 324.76			
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	Retention	Building in progress	Project not on retention	Finalising building works	Will be handed over in Q2
									Quarterly Cash flow						R1 172 000.00	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	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.25(5)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	06	Mahangwe Sports field	Monthly Reports Completion certificate	4 Sport Sfields	Released retention for sport field by set date.	percentage date	R307 852.00	R307 852.00	N/A	80/40/45/5791/014	N/A	MIG	Retention release for Mahangwe sports field by 31 December 2016	Retention	Retention released in September 2016			
									Quarterly Cash flow						R307 852.00	Nil	Nil			
K1.IRS.32	Basic Service Delivery & Infrastructure	Project Management Unit	05	Construction of Mnqayi Culvert Bridge	Monthly Reports Completion certificate	09 bridges	Percentage of Completion of bridge by set date.	m date	R1 510 000.00	R1 510 000.00	N/A	80/40/45/5790/097	N/A	MIG	80% completion of Mnqayi Culvert Bridge by 30 June 2017	Retention	Finalising appointment of new contractor	Project not on retention	Contractor resigned	New Contractor to be appointed in Q2
									Quarterly Cash flow						R1 510 000.00	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	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.31	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management 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	Retention	Retention	N/A	N/A	N/A
									Quarterly Cash flow						R1 154 687.00	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	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.29(2)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	02	Nkululekweni Headwalls	Monthly Reports Completion certificate	927.53 Km	Retention released for roads by set date.	Square meters percentage date	R 50 000.00	R 50 000.00	N/A	80/40/45/5791/030	N/A	EQUITABLE SHARE	Retention release for Nkululekweni Headwalls by 30 June 2017	Retention	Retention	N/A	N/A	N/A
									Quarterly Cash flow						R 50 000.00	Nil	Nil			
K1.IRS.32	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	11	Thotaneng Bridge	Monthly Reports Completion certificate	9	Released retention for bridge by set date.	Square meters percentage date	R 123 833.00	R 123 833.00	N/A	80/40/45/5791/031	N/A	EQUITABLE SHARE	Retention release for Thotaneng Bridge by 30 June 2017	Retention	Retention	N/A	N/A	N/A
									Quarterly Cash flow						R 123 833.00	Nil	R 123 833.00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.29(1)	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management Unit	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.	Clear and grub Roadbed preparation Tipping and processing completed	Clear and grub Roadbed preparati on Tipping and processin g complete d by 30 July 2016	N/A	N/A	N/A
									Quarterly Cash flow						R2 232 782.00	R2 232 782.00	R2 120 987.27			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION		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	Q1	Actual Performance	Deviation from the Target	Reason for the Deviation	Corrective Measure
K1.IRS.31	Basic Service Delivery & Infrastructure	Projects, Operations And Maintenance Management 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	Retention	Retention	N/A	N/A	N/A
									Quarterly Cash flow						R1 154 687.00	Nil	Nil			
K3.IRS.01	Local Economic Development	Projects, Operations And Maintenance	All Wards	Job creation	Labour forms	100 jobs created in the previous year	200 jobs created	Number	N/A	N/A	N/A	N/A	N/A	N/A	200 jobs created through projects construction by 30 June 2017	50 jobs created through projects construction	50 Jobs created.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil			

OFFICE OF THE MUNICIPAL MANAGER

UNIT: COMMUNICAITONS, SPU AND CUSTOMER CARE

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM DEVIATION	CORRECTIVE MEASURE
K5.OMM.01	Good Governance and public participation	Communications, SPU and Customer Care		Development of Communication strategy and Marketing Strategy Review	Council resolution, Communications & marketing strategies	Communication strategy	Adopted Communication Strategy by set date	Adopted Communication Strategy Date	R335 000.00	R50 000.00	05/10/20/5180/000	N/A	N/A	Own	Reviewed Communication Strategy and Action Plan adopted by Council by 30th December 2017	Draft Communications strategy/plan	Draft communications strategy & action plan available for presentation at the Communications Strategy workshop	N/A	N/A	N/A
									Quarterly Cash flow						R50 000.00	Nil	Nil			
K5.OMM.02	Good Governance and public participation	Communications, SPU and Customer Care	All	Stakeholders Engagements	Minutes & Attendance register	Communications Strategy	Number of Public engagements held by set date	Number date	R335 000.00	R105 000.00	05/10/20/5180/000	N/A	N/A	Own	Coordinate 12 public engagements by June 2017	1 IGR Forum Meeting	1 IGR Forum meeting was held on 22 September 2016 at the Municipal Council Chambers	N/A	N/A	N/A
																1 Media engagement	1 media engagement was held on 24 August 2016 during the new council inauguration at the Maluti Civic Centre and one held during the mayor's business breakfast held on 28 September 2016.	N/A	N/A	N/A
																1 LCF Meeting	1 LCF meeting was held on 31 st August 2016	N/A	N/A	N/A
									Quarterly Cash flow						R105 000.00	R26 250.00				

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM DEVIATION	CORRECTIVE MEASURE
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	2 radio slots	2 radio slots were secured and utilised on Alfred Nzo Community Radio during the new council inauguration ceremony held on 24 August 2016. 1 live broadcast was also done during the council inauguration ceremony.	N/A	N/A	N/A
									Quarterly Cash flow						R250 000.00	R25 000.00	R 20 520.00			
K5.OMM.04	Good Governance and public participation	Communications, SPU and Customer Care	All	Information dissemination (1)	Newsletter	Newsletters, Website, Services delivery pamphlets	Number of information publications produced by set date	Number date	R610 000.00	R610 000.00	05/10/20/5400/000	N/A	N/A	Own	Produce 18 000 information publications produced by 30 June 2017.	Compile stories and SCM processes	Story compilation underway & SCM processes completed	N/A	N/A	N/A
																3000 leaflet copies	Service delivery pamphlet was produced and printed on all local newspapers during quarter 1.	N/A	N/A	N/A
									Quarterly Cash flow						R610 000.00	R75 000.00	R84 390.52			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016 /17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM DEVIATION	CORRECTIVE MEASURE
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	14 columns	14 newspaper Columns published on Fever newspaper			
																20 documents uploaded	50 documents uploaded during quarter 1	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM 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 mayoral road show/Imbizo Biz breakfast	2 road shows held i.e project visit & mayoral imbizo Ward16 = 18 July 2016 Ward 22 = 16 July 2016	N/A	N/A	N/A
									Quarterly cash flow						R90 000.00	R22 500.00	R 52 700.00	(R30 200.00)		
K5.OMM.09	Good Governance And Public Participation	Communications, Spu And Customer Care		Support events which promotes and brand Matatiele.	Report on coordination & supports events	Calendar of Events	Number of supported events by set date	Number & date	R335 000.00	R15 000.00	0510205180000	N/A	N/A	Operational budget	Support 6 events which brand & market Matatieleby 30 Sep 2017	Support Ced-Matat Race & Matat Fees (motorbikes)	Supported Ced-Matat Race by making posters to promote the event & Matat Fees in covering the story to be published on the Matat LM newsletter. Heritage month celebrations in covering the story to be published on the Matat LM newsletter	N/A	N/A	N/A
									Quarterly Cash flow						R15 000.00	Nil	R15 000.00	(R15 000.00)		

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM DEVIATION	CORRECTIVE MEASURE
K5.OMM.10	Good Governance And Public Participation	Communications, Spu And Customer Care		Brand & advertise Matatiele (1)	Airtime schedule	Marketing Strategy in place	Number of municipal projects promoted using SABC & ANCR by set date	Number date	R100 000.00 + R300 000.00	R400 000.00	05/10/20/5490/000 + 05/10/20/5370/000			Operational	Use SABC & local radio to market 3 municipal projects by 30 June 217	17 Live reads on B2B linked to municipal projects	17 Live reads on B2B linked to municipal projects broadcasted on UmhloboWenen e FM	N/A	N/A	N/A
									Quarterly Cash flow						R400 000.00	R50 000.00	R34 000.00	Nil	Nil	Nil
K5.OMM.11	Good Governance And Public Participation	Communications, Spu And Customer Care		Brand & advertise Matatiele (2)	Q1: Terms of reference, Q2: Appointment letter, Delivery note, order, Q3: Distribution Register, Delivery note	Branding manual	Procured year 2017 branded stationary, promotional material & banner by set date	Promotional material Date	R330 000.00 + R50 000.00	R250 000.00 + R50 000.00	05/10/20/5390/000 + 05/10/20/5150/000	N/A	N/A	Operational budget	Procure YEAR 2017 Branded Stationary and promotional material by set date	Tender closed	Draft Term of reference for branded stationary and Submit to specification Committee completed – awaiting appointment of service provider	N/A	N/A	N/A
																N/A				
									Quarterly Cash flow						R300 000.00	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM DEVIATION	CORRECTIVE MEASURE
K5.OMM.12	Good Governance and public participation	Communications, SPU and Customer Care		Women/elderly empowerment programmes (1)	Attendance registers and report	Designated groups strategy, women’s forum, good working relation with relevant stakeholders	Number of information sharing programs held by set date	Number Date	R735 000.00	R20 000.00	05/10/20/5306/000	N/A	N/A	N/A	08 Information sharing programmes on issues affecting women and senior citizens and 1 golden games’ event by 30 June 2017	02 Information sharing programs	3 Information sharing campaigns held as follow: Ward 6 on the 25 Aug Ward 8 on the 5 th August Ward12 on the 24 August	N/A	N/A	N/A
																Drafting concept document, procuring and booking venue	Concept doc done	N/A	N/A	N/A
															Quarterly Cash flow					
K5.OMM.13	Good Governance and public participation	Communications, SPU and Customer Care		Women/elderly empowerment programmes (2)	Attendance registers and report	Older person’s forum, elderly strategy	Number of elderly project assisted by set date	Number Date	R735 000.00	R20 000.00	05/10/20/5306/000	N/A	N/A	N/A	06 projects to be visited for assessment, assistance and monitoring by 30 June 2017	01 project assessed	Assessment for one project done for Zizamele Agric Project in Ward 10	N/A	N/A	N/A
																01 project assisted	Procured the requested Agric Tools	Assistance not given to project	Awaited Ward Counsellor processes the Handover of the tools to the project	To be completed by November 2016
																01 project monitored	Not achieved	Project not monitored	Assistance not handed over to project this FY	Monitoring to be conducted in Q2.
Quarterly Cash flow						R100 000.00	R15 000 .00	R12 500.00	Nil	Nil	Nil									

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM 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	Ward 14 Pre-school assisted with tables, chairs & stationery			
															N/A					
									Quarterly Cash flow						R40 000.00	R10 000.00	R3 520.00			
K5.OMM.15	Good Governance and public participation	Communications, SPU and Customer Care	All	Youth Development Programmes	Attendance registers, team list, reports and proof of payment for bursaries.	Designated groups strategy	Number of youth development programmes held by set date	Number Date	R735 000.00	R160 000.00	05/10/20/5306/000	N/A	N/A	Operational	Coordinate 09 Youth Development Programmes by 30th June 2017	1 information sharing session on issues affecting youth	-Sport against crime – 9 August ward 6 - job preparedness & Biz workshop in ward 20 & 26			
															1 SALGA under 19 Local Sport Games	Qualifying games on Aug 13				
									Quarterly Cash flow						R 160 000.00	R8 000.00	R12 417.15	(R4 417.15)		

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	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM 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 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	Deaf awareness week on the first week of September 2016	Deaf awareness week conducted at Cedarville from 7-08 September 2016. Services on wheels provided.	N/A	N/A	N/A
									Quarterly Cash flow						R60 000.00	R 15 000.00	R 5 600 .00			
K5.OMM.17	Good Governance and public participation	Communications, SPU and Customer Care		Skills development for PWDs	Reports, list of Candidates	Disability forum Disability strategy	Number of people with disabilities trained by set date	Number Date	R735 000.00	R10 000.00	05/10/20/5306/000	N/A	N/A	Operational	20 people with disabilities to be trained on different skills by 30 June 2017	10 people to be trained in different skills	13 PWDs enrolled for sewing, woodwork & welding — to be assisted to establish businesses	Training not completed	The training is for 6 months.	Graduation to be held in Q2.
									Quarterly Cash flow						R10 000.00	R 5 000.00	R 4 585. 00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM DEVIATION	CORRECTIVE MEASURE
K5.OMM.18	Good Governance and public participation	Communications, SPU and Customer Care		HIV/AIDS prevention, educated and awareness Programmes	Attendance registers and pictures	HIV/AIDS strategy	Number of HIV/AIDS awareness held by set date	Number Date	R735 000.00	R100 000.00	05/10/20/5306/000	N/A	N/A	Operational	8 HIV/AIDS awareness campaigns By 30 June 2017	Conduct two HCT campaigns targeting High transmitting areas and taxi ranks. Condom distribution to all NGO's in ward 19.	6 HCT campaign were conducted in Ward 26 on the 07&08/09/2016; 01&02/08/2016 ward 1 on the 01/09/2016, ward 20 on the 04/09/2016. Condoms were distributed to all NGO's in ward 19.	N/A	N/A	N/A
									Quarterly Cash flow						R60 000.00	Nil	Nil	Nil	Nil	Nil
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	1 LAC meeting held on 21 st Sep 2016	N/A	N/A	N/A
									Quarterly Cash flow						R20 000.00	R 5 000	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	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM DEVIATION	CORRECTIVE MEASURE
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	2 Support groups to be assisted with working tools.	2 Support groups were assisted - Yomelela support group (ward 25) on the 31/08/2016& Masibumbane support group (ward 9) on the 01/08/2016	N/A	N/A	N/A
									Quarterly Cash flow						R50 000.00	R 15 000	R 8 324.00			

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM 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% (53) Management (Register, Referred to relevant department and Resolve)& No Marches received & referred	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
K5.OMM.21	Good Governance and Public Participation	Communications, SPU and Customer Care	N/A	Market Research - 2016 customer care survey	Market research report and Survey report	2016 customer care survey	Market research and Survey conducted by set date	Date	R450 000.00	R400 000.00	05/25/41/5190/000	N/A	N/A	Operational	Conduct market research and annual customer satisfaction survey by 30 June 2017	Develop Terms of Reference and submit them to SCM	Terms of references has developed & has been sent to Manager for verification.	N/A	N/A	N/A
									Quarterly Cash flow						R400 000.00	Nil	Nil	Nil	Nil	Nil
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.	3 Awareness Campaigns 1. Magadla community on the 16 th of August 2016 2. Mpharane community on the 17 th of August 2016 3. Nkai community on the	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM TARGET	REASON FROM DEVIATION	CORRECTIVE MEASURE
																	22 nd of August 2016 & School visit at 1.Mshoeshoe SSS on the 22 nd of August 2016. 2. Maluti S.S.S on the 29 September 2016.			
									Quarterly Cash flow						R24000.00	R6000.00	Nil			
K5.OMM.25	Good Governance and Public Participation Communications, SPU and Customer Care	N/A		Data collection on migrants	Record sheet	Foreign national Data base	Number of people recorded	Number & date	N/A	N/A	N/A	N/A	N/A	N/A	Registration of 40 migrants on the data base by 30 June 2017	10 migrants data base register in town	10 (56) migrants are registered in the data base	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
K5.OMM.26	Good Governance and Public Participation Communications, SPU and Customer Care			Migration meetings	attendance register and Minutes	Advisory committee ToR	Number of meetings held	number	R335 000.00	R 11 000.00	05/10/20/5400/000	N/A	N/A	OWN	To hold 2 Migration Committee meetings by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R 11 000	Nil	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE 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	One contract was drafted	none	none	none
									Quarterly Cash flow →						Nil	Nil				
K5.OMM.59	Good Governance and Public Participation	Compliance and Legal Services	N/A	Vetting of by-laws	Reviewed By-laws, Agenda and Register for Consultative Meeting, Agenda for Stakeholder meetings, Council Agenda and Council Resolution	Draft By-laws in place	Number of By-laws vetted by the set date	Number Date	NIL	NIL	N/A	N/A	N/A	Operational Budget	To have drafted and reviewed (2) by-laws vetted by 30 June 2017	2 By-Laws reviewed	1 by law was reviewed	3 bylaws not reviewed	Review of 3 by-laws not done on time	3 by laws will be reviewed in October
									Quarterly Cash flow →						Nil	Nil				
K5.OMM.60	Good Governance and Public	Compliance and Legal Services	N/A	Administration and management of litigation cases	12 monthly reports on cases against and instituted by the	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	12 monthly report on Administration and management of litigation cases against and or	3 monthly report on Administration and management of litigation cases against	3 monthly report on Administration and management of litigation cases against	none	none	none

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	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					municipality										instituted by the municipality	and or instituted by the municipality	and or instituted by the municipality were submitted			
									Quarterly Cash flow →						R4 200 000.00	R500 000.00				
K5.OMM.61	Good Governance and Public Participation	Compliance and Legal	N/A	Enforcement on contravened by-laws	Notices, Court Orders	Contravention on enforcement on by-laws	Percentage of notices enforced on contravened by-laws	Percentage	N/A	N/A	N/A	N/A	N/A	N/A	100% Enforcement of Notices received on Contravened by-laws by 30 June 2017	100% Enforcement of Notices received on Contravened by-laws	2 encroachment matters were referred to attorney	none	none	none

UNIT: INTERNAL AUDIT SERVICES

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE 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.	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil				
K5.OMM.28	Good Governance and Public Participation	Internal Audit Services		Financial Statements Audits	Reports	2015/16 AFS and 2016/17 Interim Financial Statements Audits	Audited AFS and interim financial statements by set date	Date		R 488 000.00	01051010305190000				AFS to be audited by 31 August 2016 and Interim statements to be audited by 28 February 2017	AFS to be audited by 31 August 2016.	AFS audited and comment submitted to BTO before and on the 26 August 2016.	N/A	N/A	N/A
									Quarterly Cash flow						R 898 000.00	R 498 000.00				
K5.OMM.29, K5.OMM.30 & K5.OMM.31	Good Governance and Public Participation	Internal Audit Services		Review Policies, Plans and Strategy	Charters Plans and strategy Council resolution	Plans and charters in place.	Approved Charters by set date Approved Annual Audit Plan by set date	Date		Nil					Two charters approved 1 Jan 2017 One Annual Audit Plan approved by 31 July 2016. Internal Audit Strategy approved by 30 June 2017	One Annual Audit Plan approved by 31 July 2016.	One Annual Audit Plan approved by 20 June 2016.	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE 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 COGTAEC. 12 spot checks	1 Internal Control Tool submitted to COGTA EC. 12 spots checks conducted.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil				
K5.OMM.34	Good Governance and Public Participation	Internal Audit Services		Internal audit reports	Reports	Internal audit reports	Number of internal audit reports by set date	Number Date		Nil					14 Internal Audit Reports by 30th June 2016	2 Internal audit reports	2 internal audit reports done.	N/A	N/A	N/A
									Quarterly Cash flow						Nil	Nil				
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 report done and submitted to AG.	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE 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 quarterly performance report done.	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 Proof of submission	Quarterly reviews	Number of AG quarterly reviews	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Four Quarterly reviews submitted to AG	1 Quarterly reviews submitted to AG	1 quarterly review conducted and submitted to AG.	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				
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 compliance	1 quarterly report on SCOA compliance done.	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 ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
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 done.	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil				

UNIT: MONITORING AND EVALUATION/RISK SERVICES

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
K5.OMM.39	Good Governance and Public Participation	M&E/Risk services	N/A	Approval of Municipal SDBIP	-Draft SDBIP and Submission to Mayor -Invitation, Program, Register of workshop -Final SDBIP and Submission to and Approval by Mayor	Approved 2016/17 SDBIP	Approved SDBIP by set date	Plan Date	R 2 010 000.00	R500 000.00	05 10 35 5180 000	N/A	N/A	N/A	Approved 2017/18 SDBIP by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow						R500 000.00	Nil	Nil	Nil	Nil	Nil
K5.OMM.40	Good Governance and Public Participation	M&E/Risk services	N/A	Development of Performance Agreements of Municipal Manager, GM's and Middle Managers	-Signed Section 56 and Middle Managers performance Agreements and Plans -Proof of submission to CoGTA-EC	Signed Performance Agreements and Plans	Signed Performance Agreements and Plans submitted by set date	Signed plans Date	N/A	N/A	N/A	N/A	N/A	N/A	Section 56 and Middle Managers Performance Agreements and Plans signed and submitted to CoGTA EC by 30 August 2016	Section 56 and Middle Managers Performance Agreements and Plans signed and submitted to CoGTA EC by 30 August 2016	Section 56 Performance Agreements and Plans were signed and submitted to CoGTA EC on the 14 September 2016 Middle Managers Performance Agreements and Plans we signed in July 2016.	Section 56 Performance Agreements and Plans were not sent by end August 2016	Late Councillors Inauguration and Orientation	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	
K5.OMM.41	Good Governance	M&E/Risk services	N/A	4 Quarterly Performance Reports	Quarterly reports and Council Resolution	PMS Framework -PMS	Number of quarterly reports adopted	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	4 Quarterly Performance reports adopted by council by 30	2015/16 Quarter 4 Performance Report adopted by	2015/16 Quarter 4 Performance Report adopted by Council on the	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					s	Policy	by set date								June 2017	Council by 30 July 2016	01 August 2016 with Council Resolution - CR 957/01/08/16			
						-PMS Audit Charter			Quarterly Cash flow						Nil	Nil	Nil	Nil	Nil	Nil
	Good Governance and Public	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						R 50 000.00	Nil	Nil	Nil	Nil	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	Nil	Nil	Nil
K5.OMM.44	Good Governance and Public	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	Nil	Nil	Nil	Nil

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE 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	2015/16 Annual performance Assessment of Section 56 and Middle Managers held by 30 September 2016	Middle manager from four departments were assessed for end 15/16 FY on the 19 th September 2016, however one department had no middle manager by end 15/16 FY.	One department has not been assessed for Middle Managers and all the Section 56 managers.	Departments had other Commitments	Assessments will be concluded in Quarter 2.
				Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil					
K5.OMM.47	Good Governance and Public Participation	M&E/Risk services	N/A	- Annual Performance Report	Report, Audit Committee report and Proof of Submission	2015/2016 APR submitted to AG	Submitted APR by set date	Report Date	N/A	N/A	N/A	N/A	N/A	N/A	Submission of the 2015/16 Annual Performance Report to AG by 31 August 2016	Submission of the 2015/16 Annual Performance Report to AG by 31 August 2016	2015/16 Annual Performance Report submitted to AG on the 31 st August 2016.	N/A	N/A	N/A
				Quarterly Cash flow →						Nil	Nil	Nil	Nil	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	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	N/A	N/A	N/A	N/A	N/A
				Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil					

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
					on Approval															
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 Monthly Back to Basics reports submitted to relevant stakeholders	N/A	N/A	N/A
															Nil	Nil	Nil	Nil	Nil	Nil
K5.OMM.49	Good Governance and Public Participation	M&E/Risk services	N/A	Review Risk management Framework, policy, plans and strategies	Policy and Plan, Council Resolution	Risk management Framework, policy and plan in place	Adopted reviewed risk management Framework policy, plan and strategy by set date	Policy and Plan Date	N/A	N/A	N/A	N/A	N/A	N/A	Review risk management Framework policy, Plan and Strategy by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil
K5.OMM.50	Good Governance and Public Participation	M&E/Risk services	N/A	-Conduct risk management workshop - Development of risk register -Develop risk report (action plans) -Monitoring of taxonomy risk identification register	Risk report	Risk register in place	Date of adoption of risk register Number of reports done on risk monitoring	Date Number	N/A	N/A	N/A	N/A	N/A	N/A	Development and adoption of Completed risk register and 4 report on Monitoring of risk register by 30 June 2017	Risk Report	The risk management workshop was held on the 6 th – 7 th July 2016 The risk register for 2016 – 2017 has been developed and report Taxonomy based risk identification risk register has been completed	N/A	N/A	N/A

IDP REF.	NATIONAL KPA	DEPARTMENTAL PROGRAMME	WARD	PROJECT DESCRIPTION	MEANS OF VERIFICATION	BASELINE	KPI	UNIT OF MEASURE	ANNUAL BUDGET INFORMATION						QUARTER ONE PERFORMANCE REPORT ON SET TARGETS & PROJECTED BUDGET					
									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil
K5.OMM.51	Good Governance and Public Participation	M&E/Risk services	N/A	Establish committee Quarterly sittings of committee	Attendance register minutes	Developed Terms of reference	Date of establishment and number of committee sitting by set date	Date Number	R 2 010 000.00	R10 000.00	05 10 35 5180 000	N/A	N/A	N/A	Establish risk management committee and Quarterly sittings of committee by 30 June 2017	Develop Risk Management Committee	The risk management committee has been established.	N/A	N/A	N/A
									Quarterly Cash flow →						R10 000.00	R 2 500	R0.00	Nil	Nil	Nil
K5.OMM.52	Good Governance and Public	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	Risk appetite and tolerance statement has been developed	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil
K5.OMM.53	Good Governance and Public Participation	M&E/Risk services	N/A	Monthly monitoring of information security controls	Monthly reports	ICT Strategy	Number of monthly reports on Monitoring of information security controls done by set date	Number Date	N/A	N/A	N/A	N/A	N/A	N/A	Monitoring of information security controls and 12 monthly reports by 30 June 2017	Monitoring of Information on Security Control (ICT) and 3 Report	Information security control and 3 monthly reports have been done	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil
K5.OMM.54	Good Governance and Public Participation	M&E/Risk services	N/A	Risk management software	Risk software	Manual formulation of register and use of Microsoft excel	Date of software acquisition and installation	System Date	R800 000.00	R800 000.00	051030 5190 000	N/A	N/A	MSIG	Acquisition and Installation of the Risk Management software by 30 June 2017	Acquisition of Risk Management Software	Uploading risk information on the e-PMS system.	System not acquired.	Risk Module to be included within the E-PMS system	N/A

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									ACTUAL BUDGET 2016/17 FY	PROJECT TOTAL COST	OPEX VOTE	CAPEX VOTE	REV.	SOURCE	ANNUAL TARGET	Q1	ACTUAL PERFORMANCE	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
									Quarterly Cash flow →						R800 000.00	R800 000.00	Nil	Nil	Nil	Nil
K5.OMM.55	Good Governance and Public	M&E/Risk services	N/A	Risk maturity model twice year.	Risk maturity report	Level 2 on the maturity model	Number of reports done on the Risk maturity model	Number	N/A	N/A	N/A	N/A	N/A	N/A	Determination of the risk maturity model biannually by 30 June 2017	N/A	N/A	N/A	N/A	N/A
									Quarterly Cash flow →						Nil	Nil	Nil	Nil	Nil	Nil

4. CONCLUSION
