



## RAMOTSHERE MOILOA LOCAL MUNICIPALITY



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### OFFICE OF THE MUNICIPAL MANAGER

#### MUNICIPAL FINANCE MANAGEMENT ACT

##### SEC 69(3) – SUBMISSION BY THE ACCOUNTING OFFICER

The 2019/20 Service Delivery and Budget Implementation Plan (SDBIP) indicating how the budget and strategic objectives of Council will be implemented is hereby submitted in terms of Circular No.13 of the MFMA for the necessary approval.

PRINT NAME : DITSHABA MAKHATE

Municipal Manager of Ramotshere Moiloa Local Municipality

SIGNATURE : Ditshaba Makhati

DATE : 10/07/2019

#### MUNICIPAL FINANCE MANAGEMENT ACT

##### SEC 53(1) – APPROVAL BY THE MAYOR

The 2019/20 Service Delivery and Budget Implementation Plan (SDBIP) is hereby approved in terms of Section 53(1) of the MFMA.

PRINT NAME : KERENG MOTHAGAE

Mayor of Ramotshere Moiloa Local Municipality

SIGNATURE : Kereeng

DATE : 2019/07/10

# **RAMOTSHERE MOILOA LOCAL MUNICIPALITY**



**2019/20  
SERVICE DELIVERY AND  
BUDGET  
IMPLEMENTATION PLAN**

## **TABLE OF CONTENTS**

### **1. INTRODUCTION**

### **2. COMPONENTS OF SERVICE DELIVERY AND BUDGET**

#### **IMPLEMENTATION PLAN**

##### **2.1. Reporting on SDBIP**

###### **2.1.1. Monthly Reporting**

###### **2.1.2. Quarterly Reporting**

###### **2.1.3. Mid-year Reporting**

###### **2.1.4. Annual Performance Reporting**

### **3. MUNICIPAL LEADERSHIP AND MANAGEMENT STRUCTURE**

#### **3.1. Political Leadership**

#### **3.2. Administrative Leadership**

### **4. POWERS AND FUNCTIONS ASSIGNED**

### **5. SUMMARY OF THE BUDGET**

#### **5.1. Projections of Revenue by each Source**

#### **5.2. Projections of Expenditure (operating and capital) for each Vote**

### **6. QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND**

#### **PERFORMANCE INDICATORS FOR EACH VOTE**

##### **6.1. KPA 1: MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT**

##### **6.2. KPAF 2: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT**

##### **6.3. KPA 3: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT**

##### **6.4. KPA 4: LOCAL ECONOMIC DEVELOPMENT**

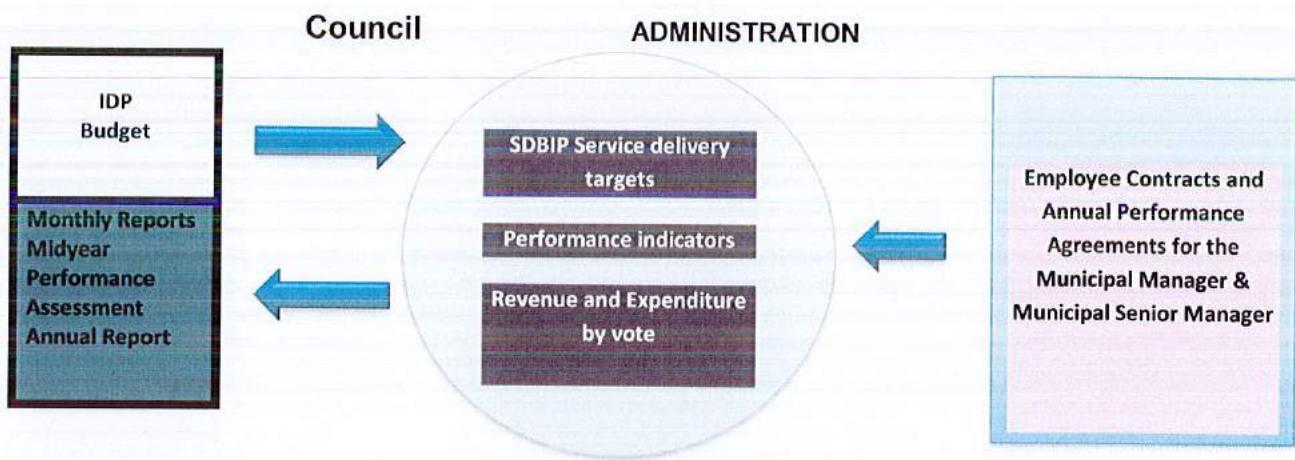
**6.5. KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION**

**7. WARD INFORMATION FOR EXPENDITURE AND SERVICE DELIVERY**

**8. 3 YEAR PROJECT INFORMATION PER WARD**

## 1. INTRODUCTION

The SDBIP gives effect to the Integrated Development Plan (IDP) as well as the budget of the Municipality. The budget gives effect to the strategic priorities of the municipality and is not a management or implementation plan. The SDBIP is therefore a link between the administration, council and community expressing the goals and objectives set by the council as quantifiable outcomes that can be implemented by administration over the next 12 months. The diagram below depicts the relationship:



The Service Delivery and Budget Implementation Plan (SDBIP) provides the link between the mayor, council(executive) and the administration, and facilitates the process for holding management accountable for its own performance. Ramotshere Moiloa Local Municipality uses this tool to assist the mayor, councillors, municipal manager, senior managers and community to implement and monitor performance.

Information provided in the SDBIP enables the municipal manager to monitor the performance of senior managers, the mayor to monitor to monitor the performance of the senior managers and the community to monitor the performance of the municipality. The SDBIP therefore determines the (and will be consistent with) performance agreements between the mayor and the municipal manager and municipal manager and the senior managers for the 2019/20 financial year.

## **2. REPORTING ON SDBIP**

This section covers reporting on the SDBIP as a way of linking the SDBIP with the oversight and monitoring operations of the Municipal administration. Various reporting requirements are outlined in the MFMA. Both the Executive Mayor and the Accounting Officer have clear roles to play in preparing and presenting these reports. The SDBIP provides an excellent basis for generating the reports for which MFMA requires. The reports then allow the Mayor to monitor the implementation of service delivery programs and initiatives.

### ***2.1. Monthly Reporting***

Section 71 of the MFMA stipulates that reporting on actual revenue targets and spending against the budget should occur on a monthly basis. This reporting must be conducted by the accounting officer of a municipality no later than 10 working days, after the end of each month. Reporting must include the following:

- I. Actual revenue, per source;
- II. Actual borrowings;
- III. Actual expenditure, per vote;
- IV. Actual capital expenditure, per vote;
- V. The amount of any allocations received

If necessary, explanation of the following must be included in the monthly reports:  
(a) any material variances from the municipality's projected revenue by source, and from the municipality's expenditure projections per vote (b) any material variances from the service delivery and budget implementation plan and; (c) any remedial or corrective steps taken or to be taken to ensure that the projected revenue and expenditure remain within the municipalities approved budget.

### ***2.2. Quarterly Reporting***

Section 52 (d) of the MFMA compels the mayor to submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality within 30 days of the end of each quarter. The quarterly performance projections captured in the SDBIP form the basis for the mayor's quarterly report.

### ***2.3. Mid-year Reporting***

Section 72 (1) (a) of the MFMA outlines the requirements for mid-year budget and performance assessment reporting. The accounting officer is required by the 25th January of each year to assess the performance of the municipality during the first half of the year taking into account:

- (i) The monthly statements referred to in section 71 of the first half of the year
- (ii) the municipalities service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan;
- (iii) The past year's annual report, and progress on resolving problems identified in the annual report; and
- (iv) The performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities.

Based on the outcomes of the mid-year budget and performance assessment report, an adjustments budget may be tabled if actual revenue or expenditure amounts are materially different from the projections contained in the budget or the SDBIP.

#### ***2.4. Annual Performance Reporting***

In terms of Municipal Systems Act No. 32 of 2000, Section 46 requires municipality to prepare for each financial year a performance report reflecting:

- (a) The performance of the municipality and of each external service provider during that financial year
- (b) A comparison of the performances referred to in paragraph (a) with the targets set for and performances in previous financial year; and
- (c) Measures taken to improve performance

The annual performance report must form part of the municipality's annual report in terms of Chapter 12 of the Municipal Financial Management Act

### **3. MUNICIPAL LEADERSHIP AND MANAGEMENT STRUCTURE**

#### **3.1. Political Leadership**

The following is the political leadership of the Municipality

<b>PORTFOLIO</b>	<b>NAME</b>
Municipal Mayor	CLLR K Mothoagae
Municipal Speaker	CLLR A. N. Nyamane
MMC Corporate Services	Cllr L. J. Selebogo
MMC Finance	Cllr L. Motsokwane
MMC Community Services, Municipal Planning and Development	Cllr B. G. Monamodi
MMC Technical Services	Cllr K. Manthoko
MPAC	CLLR P Molefe

### **3.2. Administrative Leadership**

The following top management (director) positions are on the basis of fixed term performance based contracts and presently the status is as indicated:

<b>POSITION</b>	<b>NAME</b>
Municipal Manager	Ditshaba Makhate
Director: Corporate Services	Bakang Selebogo
Chief Financial Officer	Morufa Moloto
Director: Municipal Planning and Economic Development	Ramojakgomo Mojapelo
Director: Technical Services	Motsumi Mpshe
Director: Community Services	Tiro Seleka
Chief Audit Executive	Mpho Mathye

The municipality has a strategic unit, with the four managers reporting directly to the municipal manager, and the positions of which are as follows:

<b>POSITION</b>	<b>NAME</b>
Manager: Office of the Mayor	Vacant
Manager: Office of the Speaker	Katlego Lekaba
Manager: Office of the Municipal Manager	Vacant
Manager: Communications	Dirontsho Sebego
Manager: Performance Management Systems	Phenyo Molisalife
Manager: Integrated Development Planning	Kagiso Rammoi
Manager: Risk Management	Katlego Mabudusha

#### 4. Allocation of Powers and Functions

<b>Powers And Functions</b>	<b>Description</b>	<b>Performed</b>
Air pollution	Management of the air quality that affects human health.	No
Building regulations	Regulations through by-laws that provide for approval of building plans, building inspections and control of operations and enforcement of contraventions of building regulations.	Yes
Child care facilities	Facilities for early childhood care and development which fall outside the competence of national and provincial government.	Yes
Electricity reticulation	Bulk supply of electricity which includes for the purposes of supply, transmission, distribution and where applicable generation of electricity to areas where the municipality has been providing this services prior to authorization.	Yes
Firefighting Services	Planning, coordination and regulation of fire services.	No
Local Tourism	Promotion, marketing and development of tourist attraction within the municipal are in order to grow the local economy.	Yes
Municipal Airport	A demarcated area on or water or a building which is used for arrival or departure of aircraft.	No
Municipal Planning	Compilation and implementation of integrated development plan.	Yes
Municipal Public Transport	The regular and control of services for carriage of passengers.	Yes
Storm water Management System	Management of systems to deal with storm water in built-up areas	Yes
Trading Regulations	Regulation of any area or facility dealing with trade in goods or services.	Yes
Water	Establishment, operation, management and regulation of a portable water supply system, including the services and infrastructure required.	Yes
Sanitation	Establishment, operation, management and of a portable water supply system, including the services and	Yes

<b>Powers And Functions</b>	<b>Description</b>	<b>Performed</b>
	infrastructure required	
Amusement facilities	Management and control of a public places for entertainment.	Yes
Billboard and Display of Advertisement in Public places	Display of written or visual descriptive material which promotes the sale and encourages the use of goods and services found in streets, roads, etc.	Yes
Cemeteries, Funeral Parlours and Crematoria	Establishment, conduct and control of facilities for the purpose of disposing of human and animal remains.	Yes
Control of Public Nuisance	Cleaning of public streets, roads, and other public spaces.	Yes
Control of Undertakings that sell Liquor to the public	Including inspection services to monitor liquor outlets for compliance to license requirements.	Yes
Facilities for the accommodation, Care and Burial of Animals	Control and monitoring of facilities which provide care for the animals and their burial or cremation	No
Fencing and Fences	Provision and maintenance or regulation of any boundary or deterrents to animals and pedestrians along a street or road.	Yes
Licensing of Dogs	Control over the number and health status of dogs through a licensing mechanism.	No
Licensing and control of Undertaking that sell Food to the public	Maintenance of environmental health standards through regulation, licensing and monitoring of any place that supply refreshments or food for consumption to the public.	Yes
Local Amenities	Provision, maintenance and control of any municipal land or building reserved for the protection of places or scenic objects, historical and cultural value or interest.	Yes
Local Sport Facilities	Provision, management and control of any sport facility within the municipal area.	Yes
Markets	Establishment operation or management of markets other than fresh produce markets.	No

<b>Powers And Functions</b>	<b>Description</b>	<b>Performed</b>
Municipal Abattoirs	Establishment, conduct and control of facilities for the slaughtering of livestock.	No
Municipal Parks and Recreation	Provision, management and control of any land or gardens set aside for recreation, sightseeing and tourism.	Yes
Municipal Roads	Construction, maintenance and control of roads.	Yes
Noise pollution	Control and monitoring of any noise that might affect human health or wellbeing.	No
Pounds	The provision, management and maintenance of a facility set aside for securing animals confiscated by the municipality.	Yes
Public Places	Management, maintenance and control of any land or facility for public use.	Yes
Refuse Removal, Refuse Dumps and Solid Waste Disposal	Removal of any household or other waste and disposal of such waste in an area.	Yes
Street Trading	Control, regulation and monitoring of eth selling of goods and services along public pavement or road reserve.	Yes
Street Lighting	Provision and maintenance of lighting for illuminating of streets.	Yes
Traffic and parking	Management and regulation of traffic and parking within the area of the municipality.	Yes
Municipal Public Works	Any supporting infrastructure or services to empower a municipality to perform its functions.	Yes
Cleaning	Cleaning of public its functions.	Yes

## **5. Financial Information**

This section contains the financial information of the municipality as contained in the 2019/20 municipal budget.

The first part of the section consists of the municipality's projected income by source. This represents all the income that the municipality will receive for the 2019/20 financial year. The projected total income for the financial year is **R 437.5 million** of this **R 221.3 million** will be raised by the municipality while **R 216.1 million** will be received from national and provincial governments, the bulk of which is made up of grants.

The operational expenditure of the municipality amounts to **R 429.5 million**. This is about **98 %** of the municipal budget.

The municipality will be spending **8%** in infrastructure development; the key drivers of the capital budget are **labour, construction materials, construction equipment**.

## 5.1. Monthly projection of Income by Source

NW385 Ramotshere Moiloa - Supporting Table SA25 Budgeted monthly revenue and expenditure

## 5.2. Projections of Operating Expenditure for each Vote

NW385 Ramotshere Molloa - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2019/20											
		July	August	Sept.	October	November	December	January	February	March	April	May	June
R thousand													
<b>Expenditure by Vote to be appropriated</b>													
Vote 1 - Vote 1 - Executive & Council	6 231	5 012	4 948	4 001	4 948	4 815	4 948	4 900	4 751	4 621	5 121	5 079	
Vote 2 - Vote 2 - Finance & Administration	9 365	9 365	9 365	9 365	9 365	9 365	9 365	9 365	9 365	9 365	9 365	9 365	9 365
Vote 3 - Vote 3 - Planning & Development	2 510	958	975	985	865	925	1 020	1 020	745	654	111	1 471	
Vote 4 - Vote 4 - Technical Services	11 120	13 230	17 512	21 450	18 230	17 510	18 230	16 151	14 541	12 541	19 710	2 356	
Vote 5 - Community & Social Services	6 521	5 260	4 512	5 260	5 260	5 142	4 951	5 321	4 915	4 321	5 360	6 160	
<b>Total Expenditure by Vote</b>	<b>35 747</b>	<b>33 825</b>	<b>37 312</b>	<b>41 061</b>	<b>38 688</b>	<b>37 757</b>	<b>38 514</b>	<b>36 757</b>	<b>34 317</b>	<b>31 502</b>	<b>39 667</b>	<b>24 431</b>	

### 5.3. Projections of Capital Expenditure for each Vote

NW385 Ramotshere Moiloa - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

Description R thousand	Ref	Budget Year 2019/20											
		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June
<b>Single-year expenditure to be appropriated</b>													
Vote 1 - Vote 1 - Executive & Council													
Vote 2 - Vote 2 - Finance & Administration													
Vote 3 - Vote 3 - Planning & Development													
Vote 4 - Vote 4 - Technical Services		15 651	-										
Vote 5 - Community & Social Services													
Vote 6 - [NAME OF VOTE 6]													
Vote 7 - [NAME OF VOTE 7]													
Vote 8 - [NAME OF VOTE 8]													
Vote 9 - [NAME OF VOTE 9]													
Vote 10 - [NAME OF VOTE 10]													
Vote 11 - [NAME OF VOTE 11]													
Vote 12 - [NAME OF VOTE 12]													
Vote 13 - [NAME OF VOTE 13]													
Vote 14 - [NAME OF VOTE 14]													
Vote 15 - [NAME OF VOTE 15]													
<b>Capital single-year expenditure sub-total</b>		2	-	15 651	-	3 812	-	-	14 510	-	-	2 620	-
<b>Total Capital Expenditure</b>		2	-	15 651	-	3 812	-	-	14 510	-	-	2 620	-

## 6. QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS

### 6.1. KPA 1: MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT

FUNCTIONAL AREA	STRATEGIC OBJECTIVE	OFFICE OF THE MM				EVIDENCE PORTFOLIO OF	
		BASELINE 2018/19	KPI NUMBER	KEY PERFORMANCE INDICATOR	ANNUAL TARGET	BUDGET	QUARTERLY TARGETS
Office of the Municipal Manager	Efficient and Effective Administration	Current status (Progress to date)	Demand (MFMA Circular 63)	Backlog (MFMA Circular 63)	Annual approval of the IDP Review Process Plan on 31 August 2019	Output	Approved 2020/21 IDP and Budget Process Plan by 31 August 2019
Office of the Municipal Manager	Efficient and Effective Administration	1	IDP Review Process Plan 2019/2020 approved by 31 August 2018	None	Approved 2020/21 IDP and Budget Process Plan	OPEX	Q1 None Q2 None Q3 None Q4 None
Office of the Municipal Manager	Efficient and Effective Administration	2	2 meetings	4 meetings	Number of IDP rep forum meetings held.	Output	4 meetings by 30 June 2020
Office of the Municipal Manager	Efficient and Effective Administration	3	2 meetings	12 meetings	Number of IDP steering Committee meetings held.	Output	12 meetings by 30 June 2020
Office of the Municipal Manager	Efficient and Effective Administration	4	2019/2020 Review Adopted on 30 June 2019	Reviewed 2020/2021 IDP	Output	Reviewed 2020/2021 IDP by 31 May 2020	Q1 None Q2 None Q3 Tabled 2020/2021 Draft Reviewed IDP by 30 March 2020

<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	5	2019/2020 SDBIP Approved	Annual approval of the SDBIP	None	Approved 2020/21 SDBIP	Reviewed Q4 2019/2020 IDP by 31 May 2020	
<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	6	2018/2019 Mid-Year Term Performance Reports compiled	2019/20 Mid-Year Performance Assessment Report	None	2019/20 Mid-Year Performance Assessment Report compiled approved	Output Q1 None	Q4 2020/2021 SDBIP by 31 May 2020
<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	7	2018/2019 Performance Agreements signed	2019/2020 Performance Agreements	None	Number of Performance Agreements signed	Output Q1 None	Q4 2020/2021 SDBIP by 28 June 2020
<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	8	2018/2019 Amended Performance Agreements signed	2018/2019 Amended Performance Agreements	None	Number of Amended Performance Agreements signed	Output Q1 None	Q4 2020/2021 SDBIP by 28 June 2020
<b>Office of the Municipal Manager</b>	Efficient and Effective	9	2018/2019 Performance	2019/2020 Performance	None	Number of Performance Assessments held	Output Q1 1 Assessment Q2 None	Performance Assessments

Municipal Manager	Administration	Reviews with senior managers held		Reviews with senior managers		Reviews with senior managers by 30 June 2020		with senior managers by 30 June 2020		Reports	
		Q3	Q4	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Office of the Municipal Manager	Efficient and Effective Administration	10	PMS Policy not in place	PMS Policy approval	PMS policy approval	Approved PMS Policy by 31 May 2020	OPEX	Approved PMS Policy by 31 May 2020	OPEX	Approved PMS Policy + Council Resolution	Approved PMS Policy + Council Resolution
Office of the Municipal Manager	Efficient and Effective Administration	11	2017/2018 Annual Report Tabled	2018/2019 Annual Report Tabling	None	Tabled 2018/19 Annual Report	OPEX	Tabled 2018/2019 Annual Report by 31 <sup>st</sup> January 2020	OPEX	Draft Annual Report by 31 Aug 2019	Annual Report + Council Resolution for tabling
Office of the Municipal Manager	Efficient and Effective Administration	12	2018/19 Work plan approved	2020/2021 Work plan Approval	None	Approved 2020/21 MPAC Annual Work plan	OPEX	Approved MPAC Annual Work plan by 31 May 2020	OPEX	Q1 Report by 31 Aug 2019	Annual Report + Council Resolution for tabling
Office of the Municipal Manager	Efficient and Effective Administration	13	NEW	Implementation of the MPAC Annual Work plan	None	Number of Reports on Implementation of the MPAC Annual Work plan	OPEX	4 quarterly reporting on the Implementation by 30 June 2020	OPEX	Q1 Report by 31 Aug 2019	Annual Report + Council Resolution for tabling
Office of the Municipal Manager	Efficient and Effective Administration	14	Oversight Report approved by Council	Oversight on 2018/19 Annual Report	None	Approved 2018/19 Oversight Report	OPEX	Approved 2018/19 Oversight Report by 31 March 2020	OPEX	Q1 Report by 31 Aug 2019	Annual Report + Council Resolution for tabling

<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	15	NEW	Annual Work plan or Risk Management	None	Approved 2020/21 Annual Work plan for Risk Management	Q4 None
<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	16	Risk Management Policy Frameworks not reviewed	Risk Management Policy Frameworks Review	Reviewed Risk Management Policy Framework	Approved 2020/21 Annual Work plan for risk management by 30 June 2020	Q1 None Q2 None Q3 None Q4 Approved Annual Work plan
<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	17	Strategic Risk Assessment conducted	Annual Strategic Risk Assessment	Reviewed Risk Management Policy Framework	Output	Reviewed Risk Management Policy Frameworks Reviewed by 31 May 2020
<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	18	1 Operational Risk Assessment conducted	2 Operational Risk Assessment Sessions	Reviewed Risk Management Policy Framework	Output	Reviewed Risk Management Policy Frameworks Reviewed by 31 May 2020
<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	19	NEW	4 Quarterly Meetings	Number of meetings of the Risk Committee	Output	Reviewed Risk Management Policy Frameworks Reviewed by 31 May 2020
<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	20	NEW	1 Annual awareness Session	Number of Risk Training Sessions held	Output	Reviewed Risk Management Policy Frameworks Reviewed by 31 May 2020

<b>Office of the Municipal Manager</b>	Efficient and Effective Administration	21	1 Awareness campaign held	1 annual awareness campaign	None	Number of awareness campaigns on anti-corruption and fraud	1 Anti-corruption and fraud awareness campaign held by 31 January 2020	Q4 None
<b>Office of the Municipal Manager</b>	Improved Stakeholder Satisfaction	22	4 reports	Regular reporting on back to basics	None	Number of reports submitted on Back to Basics	Output 12 Reports on back to basics by 30 June 2020	Q1 None Q2 None Q3 1 awareness campaign by 31 January 2020 Q4 None
<b>Office of the Municipal Manager</b>	Improved stakeholder satisfaction	23	Approved Communication Strategy 2016-2020	Approved Communication Strategy 2016-2020	None	Approved Communication Strategy 2017-2022	Output Approved Communication Strategy 2017-2022 by 30 June 2020	OPEX Q1 1 report Q2 1 report Q3 1 report Q4 1 report
<b>Office of the Municipal Manager</b>	Improved stakeholder satisfaction	24	NEW	Communication Policy	None	Approved Communication Policy	Output Approved Communication Policy by 30 June 2020	OPEX Q1 None Q2 None Q3 None Q4 Approved Communication Policy by 30 June 2020
<b>Office of the Municipal Manager</b>	Improved Stakeholder satisfaction	25	0	4	None	Number of external Municipal newsletters	Output 4 Copies external newsletters by 30 June 2020	Confirm Budget Q1 1 newsletters Q2 1 newsletters Q3 1 newsletters Q4 1 newsletters
<b>Office of the Municipal Manager</b>	Improved stakeholder satisfaction	26	NEW	External publications	None	Number of external Publications contributions	Output 12 external Publications contributions	OPEX Q1 3 publications Q2 3 publications Q3 3 publications Q4 3 publications
								External Publications

Corporate Services																																		
Functional Area	Strategic Objective	Baseline 2018/19			Budget	Quarterly Targets																												
		Current status (Progress to date)	Demand (MFMA Circular 63)	Backlog (MFMA Circular 63)																														
Corporate Services	Efficient and Effective Administration	Compiled Council Agenda's and minutes for 10 Council meetings.	Compilation of Council Agenda's and minutes for 7 Council meetings.	None	Number of compiled Council Agenda's and minutes	<table><tr><td>Q1</td><td>7 compiled Council Agenda's and minutes by June 2020.</td><td>Output</td><td>Reviewed File Plan by 30 September 2019</td><td>Q1</td><td>2 Council Agenda and minutes</td><td>Reviewed File Plan by 30 September 2019</td></tr><tr><td>Q2</td><td></td><td></td><td></td><td>Output</td><td>1 Council Agenda and minutes</td><td>Copies of Council Agenda's and minutes.</td></tr><tr><td>Q3</td><td></td><td></td><td></td><td></td><td>3 Council Agenda and minutes</td><td></td></tr><tr><td>Q4</td><td></td><td></td><td></td><td></td><td>1 Council Agenda and minutes</td><td></td></tr></table>	Q1	7 compiled Council Agenda's and minutes by June 2020.	Output	Reviewed File Plan by 30 September 2019	Q1	2 Council Agenda and minutes	Reviewed File Plan by 30 September 2019	Q2				Output	1 Council Agenda and minutes	Copies of Council Agenda's and minutes.	Q3					3 Council Agenda and minutes		Q4					1 Council Agenda and minutes	
Q1	7 compiled Council Agenda's and minutes by June 2020.	Output	Reviewed File Plan by 30 September 2019	Q1	2 Council Agenda and minutes	Reviewed File Plan by 30 September 2019																												
Q2				Output	1 Council Agenda and minutes	Copies of Council Agenda's and minutes.																												
Q3					3 Council Agenda and minutes																													
Q4					1 Council Agenda and minutes																													
Corporate Services	Efficient and Effective Administration	2018/2019 File Plan reviewed	2019/2020 File Plan review	None	Reviewed File Plan	<table><tr><td>Q1</td><td>Reviewed File Plan by 30 September 2019</td><td>Output</td><td>Q1</td><td>by 30 September 2019</td><td>Reviewed File Plan by 30 September 2019</td><td>Reviewed File plan, Council Resolution and inspection reports.</td></tr><tr><td>Q2</td><td></td><td></td><td>Q2</td><td>None</td><td></td><td></td></tr><tr><td>Q3</td><td></td><td></td><td>Q3</td><td>None</td><td></td><td></td></tr><tr><td>Q4</td><td></td><td></td><td>Q4</td><td>None</td><td></td><td></td></tr></table>	Q1	Reviewed File Plan by 30 September 2019	Output	Q1	by 30 September 2019	Reviewed File Plan by 30 September 2019	Reviewed File plan, Council Resolution and inspection reports.	Q2			Q2	None			Q3			Q3	None			Q4			Q4	None		
Q1	Reviewed File Plan by 30 September 2019	Output	Q1	by 30 September 2019	Reviewed File Plan by 30 September 2019	Reviewed File plan, Council Resolution and inspection reports.																												
Q2			Q2	None																														
Q3			Q3	None																														
Q4			Q4	None																														
Corporate services+	Efficient and Effective Administration	5 litigations	Handle grievances as and when received.	Nil	Number of reports on litigations handled.	<table><tr><td>Q1</td><td>4 reports on litigations handled by the Municipality by 30 June 2020</td><td>Output</td><td>Q1</td><td>1 Report</td><td>Litigation Reports signed off by the MM</td></tr><tr><td>Q2</td><td></td><td></td><td>Q2</td><td>1 Report</td><td></td></tr><tr><td>Q3</td><td></td><td></td><td>Q3</td><td>1 Report</td><td></td></tr><tr><td>Q4</td><td></td><td></td><td>Q4</td><td>1 Report</td><td></td></tr></table>	Q1	4 reports on litigations handled by the Municipality by 30 June 2020	Output	Q1	1 Report	Litigation Reports signed off by the MM	Q2			Q2	1 Report		Q3			Q3	1 Report		Q4			Q4	1 Report					
Q1	4 reports on litigations handled by the Municipality by 30 June 2020	Output	Q1	1 Report	Litigation Reports signed off by the MM																													
Q2			Q2	1 Report																														
Q3			Q3	1 Report																														
Q4			Q4	1 Report																														
Corporate Services	Efficient and Effective Administration	5 grievances received	Handle grievances as and when received.	None	Percentage of grievances handled.	<table><tr><td>Q1</td><td>100% handling of all grievances reported by 30 June 2020</td><td>Output</td><td>Q1</td><td>100%</td><td></td></tr><tr><td>Q2</td><td></td><td></td><td>Q2</td><td>100%</td><td></td></tr><tr><td>Q3</td><td></td><td></td><td>Q3</td><td>100%</td><td>Grievance Reports</td></tr><tr><td>Q4</td><td></td><td></td><td>Q4</td><td>100%</td><td></td></tr></table>	Q1	100% handling of all grievances reported by 30 June 2020	Output	Q1	100%		Q2			Q2	100%		Q3			Q3	100%	Grievance Reports	Q4			Q4	100%					
Q1	100% handling of all grievances reported by 30 June 2020	Output	Q1	100%																														
Q2			Q2	100%																														
Q3			Q3	100%	Grievance Reports																													
Q4			Q4	100%																														
Corporate Services	Attract and Retain best human Capital	20 critical positions vacant.	20 vacant positions filled	20 critical vacant positions filled	Number of critical vacant positions filled	<table><tr><td>Q1</td><td>7 critical positions filled by 30 September 2019</td><td>Output</td><td>Q1</td><td>7 critical positions filled by 30 September 2019</td><td>Appointment letters and recruitment</td></tr><tr><td>Q2</td><td></td><td></td><td>Q2</td><td></td><td></td></tr><tr><td>Q3</td><td></td><td></td><td>Q3</td><td></td><td></td></tr><tr><td>Q4</td><td></td><td></td><td>Q4</td><td></td><td></td></tr></table>	Q1	7 critical positions filled by 30 September 2019	Output	Q1	7 critical positions filled by 30 September 2019	Appointment letters and recruitment	Q2			Q2			Q3			Q3			Q4			Q4						
Q1	7 critical positions filled by 30 September 2019	Output	Q1	7 critical positions filled by 30 September 2019	Appointment letters and recruitment																													
Q2			Q2																															
Q3			Q3																															
Q4			Q4																															

					by 30 June 2019						
<b>Corporate Services</b>	Efficient and Effective Administration	32	Municipal facilities not adequately maintained	Municipal Facilities to be maintained	None	Number of reports on Municipal Facilities maintained	Output	4 Reports on Municipal facilities maintained by 30 June 2020	OPEX	<b>Q2</b> 5 Posts	reports
<b>Corporate Services</b>	Efficient and Effective Administration	33	4 disciplinary matters resolved	4 reports to Council	One	Number of reports on disciplinary matters resolved	Output	4 reports by 30 June 2020	OPEX	<b>Q3</b> 4 Posts	Reports on maintenance
<b>Corporate Services</b>	Efficient and Effective Administration	34	2 Meeting held	4 Meetings	None	Number of Local Labour Forum meetings held	Output	4 Meetings by 30 June 2020	OPEX	<b>Q4</b> 4 Posts	Reports on disciplinary matters resolved
<b>Corporate Services</b>	Efficient and Effective Administration	35	10 learning interventions conducted	10 learning interventions to be conducted	None	Number of learning interventions conducted	Output	10 learning interventions conducted by 30 June 2020	OPEX	<b>Q1</b> 1 report	1 Report on disciplinary matters
<b>Corporate Services</b>	Attract and Retain best human Capital	36	2018/2019 employment equity plan submitted	Review of employment equity plan	None	Reviewed employment equity plan	Output	1 Reviewed employment equity plan submitted to Dept	<b>Q2</b> 1 report	<b>Q3</b> 1 report	<b>Q4</b> 1 report
										<b>Q1</b> 1 Report on disciplinary matters	1 Report on disciplinary matters
										<b>Q2</b> 1 Report on disciplinary matters	1 Report on disciplinary matters
										<b>Q3</b> 1 Report on disciplinary matters	1 Report on disciplinary matters
										<b>Q4</b> 1 Report on disciplinary matters	1 Report on disciplinary matters
										<b>Q1</b> 1 Meeting by September 2019	Attendance Registers and Minutes of meeting
										<b>Q2</b> 1 Meeting by 31 December 2019	
										<b>Q3</b> 1 Meeting by 31 March 2020	
										<b>Q4</b> 1 Meeting by 30 June 2020	
										<b>Q1</b> 3 learning interventions	
										<b>Q2</b> 3 learning interventions	
										<b>Q3</b> 2 learning interventions	Training Reports
										<b>Q4</b> 2 learning interventions	
										<b>Q1</b> Stakeholder consultation	Approved EE plan, LfF minutes and Management meeting minutes

				of Labour and Cogta by 15 December 2019	AND Council Resolution
				<b>Q2</b> 1 Reviewed employment equity plan by 15 December 2019	
				<b>Q3</b> None	
				<b>Q4</b> None	
<b>Corporate Services</b>	Attract and Retain best human Capital	37	New	Completion of Job evaluation	Audit of Job evaluation by SALGA
				Percentage of Audited job description and post levels by 30 June 2020	Output 100% by 30 June 2020
<b>Corporate Services</b>	Attract and Retain best human Capital	38		Review of the Organizational Structure	Reviewed Organizational Structure
				Organisational structure in place	None
<b>Corporate Services</b>	Efficient and Effective Administration	39	No OHS Plan in place	Compliance to OHS Act	OHS plan
				Developed OHS Plan	Output OHS Plan developed by 31 December 2019
<b>Corporate Services</b>	Efficient and Effective Administration	40	NEW	safety awareness campaigns	Number of safety awareness campaigns held
				none	4 safety awareness campaigns held by 30 June 2020
<b>Corporate Services</b>	Efficient and Effective	41	Employees provided with PPE	246 Employees provided with PPE	Output 145 employees to be provided with PPE by 30 June
				None	R 1 200 000
<b>Corporate Services</b>					Signed acknowledgement of receipt
				None	Q3 None

Administration		uniform	PPE	2020	Q4 provided with PPE by 30 June 2020	Q4 145 employees (employees)
<b>Corporate Services</b>	Efficient and Effective Administration	42	IT Master Systems Plan in place	IT Master System Review	None	Reviewed ICT Master Systems Plan by 30 June 2020
<b>Corporate Services</b>	Efficient and Effective Administration	43	Operational Disaster Recovery (ODR) & Business Continuity Plan (BCP) in place	Operational Disaster Recovery (ODR) & Business Continuity Plan (BCP) in place	None	Reviewed Operational Disaster Recovery (ODR) & Business Continuity Plan (BCP)
<b>Corporate Services</b>	Attract and Retain best human Capital	44	2018/2019 WSP submitted to LGSETA	Timeous submission of the WSP to LGSETA	None	WSP submitted to LGSETA by 30 April 2020
						Output Q1 SCM Processes Q2 Scoping Q3 Execution Q4 1 IT Master Systems Plan Reviewed by 30 June 2020
						Output Q1 SCM Processes Q2 Scoping Q3 Execution Q4 1 Disaster Recovery (ODR) & Business Continuity Plan (BCP) by 30 June 2020
						Output Q1 None Q2 Skills Audit Q3 1 WSP submitted to LGSETA by 30 April 2020 Q4 None
						Proof of submission/acknowledgement of Receipt.

## 6.2. KPAF 2: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

TECHNICAL SERVICES									
FUNCTIONAL AREA	STRATEGIC OBJECTIVE	BASELINE 2018/19		KEY PERFORMANCE INDICATOR	KPI Type	TARGET	BUDGET	QUARTERLY TARGETS	
		Current status (Progress to date)	Demand (MFMA Circular 63)					Q1	Planning and Procurement process
SERVICE DELIVERY	Improved Access to Electricity	45	NEW	Grid Connection in Ikageleng and Machatara	None	Number of Households connected to Grid in Ikageleng Ext 3 and Machatara	R1,053,000	Q1	Planning and Procurement process
SERVICE DELIVERY	Improved Access to Electricity	46	NEW	Refurbishment of Municipal substation	None	Refurbished Municipal Substation	R1.5M	Q2	Design stage
SERVICE DELIVERY	Improved Access to Electricity	47	NEW	3.5km's of roads paved in the municipal area during 2018/2019 (Zeerust=1.4km Motswedi= 600m Lekgophong=1.4 Km)	8.4km of Road to be paved	Number of Kilometres of roads paved in the municipal area during 2018/2019	R28M	Q3	Implementation and Execution
SERVICE DELIVERY	Improved Access to Roads				None	Output		Q4	Completion and Handover
									Completion Certificate
									Advert, appointment letter, Design Report, Progress Report and Completion Certificate

<b>SERVICE DELIVERY</b>	Improved Access to Roads	48	Community facility in Lekubu Completed	Sports Facility in Ntsweletsoku	Completed Sports Facility in Ntsweletsoku	None	Sports Facility Completed in Ntsweletsoku by 30 June 2020	R3M	<b>Q1</b> Planning and Procurement process <b>Q2</b> Design stage <b>Q3</b> Implementation and Execution <b>Q4</b> Completion and Handover	Advert, appointment letter, Design Report, Progress Report and Completion Certificate
	Improved Access to Roads	49	NEW	Construction of a bridge in Gopane	Constructed Bridge in Gopane	None	Completed construction of Gopane Bridge by 30 June 2020	R22M	<b>Q1</b> Planning and Procurement process <b>Q2</b> Design stage <b>Q3</b> Implementation and Execution <b>Q4</b> Completion and Handover	Advert, appointment letter, Design Report, Progress Report and Completion Certificate
	Improved Access to Roads	50	NEW	Repairs and maintenance	Number reports on repairs and maintenance of water infrastructure	None	4 reports on repairs and maintenance of water infrastructure by 30 June 2020	R2.250M	<b>Q1</b> 1 report <b>Q2</b> 1 report <b>Q3</b> 1 report <b>Q4</b> 1 report	Reports and Council Resolution
	Improved Access to Roads	51	Water connections not done	Percentage of Water connections completed v/s water connection applications received from households	None	Output	100% of all water connection applications received from households completed by June 2020.	OPEX	<b>Q1</b> 100% <b>Q2</b> 100% <b>Q3</b> 100% <b>Q4</b> 100%	Job Cards, applications, receipts and Council Resolution
<b>SERVICE DELIVERY</b>	Improved Access to Water	52	40km of road bladed	20km of Road to be bladed	None	Number of kilometres of roads bladed	20km of roads bladed in the municipal area by June 2020	R1.5M	<b>Q1</b> 5KM <b>Q2</b> 5KM <b>Q3</b> 5KM <b>Q4</b> 5KM	Job Card and Council Resolution
	Improved Access to Water	53	0 km of road re-gravelled	4km of road to be re-gravelled	None	Number of kilometres of roads re-gravelled	4km's of roads re-gravelled in the municipal area by June 2020	R1.5M	<b>Q1</b> 1km <b>Q2</b> 1km <b>Q3</b> 1km	Job Card and Council Resolution
	Improved Access to Roads	54	Planning and Procurement process	Implementation and Execution	None	Output	Planning and Procurement process	R1.5M	<b>Q1</b> 1 report <b>Q2</b> 1 report <b>Q3</b> 1 report <b>Q4</b> 1 report	Reports and Council Resolution
	Improved Access to Roads	55	Completion and Handover	Completion and Handover	None	Output	Completion and Handover	R1.5M	<b>Q1</b> 1 report <b>Q2</b> 1 report <b>Q3</b> 1 report <b>Q4</b> 1 report	Reports and Council Resolution

						Q4	1km
						<b>Q1</b> 750m <sup>2</sup>	Job Card and Council Resolution
<b>SERVICE DELIVERY</b>	Improved Access to Roads	54	.... Of square meter of road patched	3000 m <sup>2</sup> of road patched	None	<b>Q2</b> 750m <sup>2</sup>	
						<b>Q3</b> 750m <sup>2</sup>	
						<b>Q4</b> 750m <sup>2</sup>	
						<b>Q1</b> 1000m <sup>2</sup>	
<b>SERVICE DELIVERY</b>	Improved Access to Roads	55	2000 Square meter of storm water maintained	4000 m <sup>2</sup> storm water to be maintained	None	<b>Q2</b> 1000m <sup>2</sup>	Job Card and Council Resolution
						<b>Q3</b> 1000m <sup>2</sup>	
						<b>Q4</b> 1000m <sup>2</sup>	
						<b>Q1</b> 100%	
<b>SERVICE DELIVERY</b>	Improved Access to Electricity	56	100 of paid applications connected	100% Connections for all paid applications	None	<b>Q2</b> 100%	Job Cards, applications, receipts and Council Resolution
						<b>Q3</b> 100%	
						<b>Q4</b> 100%	
						<b>Q1</b> Reviewed Maintenance plan by 30 Sept 2019	Maintenance plan signed off by the MM
<b>SERVICE DELIVERY</b>	Improved Access to Water	57	Maintenance Plan in place	Review Maintenance Plan for infrastructure	None	<b>Q2</b> None	
						<b>Q3</b> None	
						<b>Q4</b> None	
<b>SERVICE DELIVERY</b>	Facilitate the provision of Electricity	58	NEW	Repairs and maintenance	None	<b>Q1</b> 1 report	Reports and Council Resolution
						<b>Q2</b> 1 report	
						<b>Q3</b> 1 report	
						<b>Q4</b> 1 report	
						<b>R2.250M</b>	
						<b>4 reports on repairs and maintenance of electricity by 30 June 2020</b>	



<b>Services</b>	Fencing		Palisade to be installed.	Installed by October 2019	Q2 Implementation on the Project	Q2 Implementation on the Project
				Q3 None	Q3 None	Q3 None
				Q4 None	Q4 None	Q4 None
				Q1 4 Joint Operations	Q1 4 Joint Operations	Q1 4 Joint Operations
<b>Community Services</b>	Improved public safety	64	16 Joint traffic Operation Conducted during 2018/2019	16 Joint traffic Operations	None	Number of Joint traffic Operations Conducted
<b>Community Services</b>	Improved public safety	65	New	Integrated Locking System.	None	Number of Integrated Locking System installed.
<b>Community Services</b>	Improved public safety	66	New	4 Disaster Management Consultative Forum Meetings	None	Number of Disaster Management Consultative Forum Meetings held.
<b>Community Services</b>	Improved public safety	67	New	2x Calibration of speed machines and VTS Equipment	None	Number of Calibration of speed machines and VTS Equipment
<b>Community Services</b>	Improved public safety	68	New	Fire arms for traffic officers	None	Number of firearms purchased for traffic officers
						Joint Operations Reports
						Completion Certificate
						Attendance registers and Minutes
						Calibration certificates
						Delivery note
						procurement
						Implementation on the Project
						Q3 None
						Q4 None
						Q1 1 meeting
						Q2 1 meeting
						Q3 1 meeting
						Q4 1 meeting
						Q1 None
						Q2 1 Calibration
						Q3 None
						Q4 1 Calibration
						Draft Specifications
						procurement

			Q3	None
			Q4	None
			Q1	1 Report
			Q2	1 Report
			Q3	1 Report
			Q4	1 Report
				4 reports and council resolutions
<b>Community Services</b>	Improved public safety	69	4 reports submitted to council on provision of traffic control services	Reports on provision of traffic control services
				Number of reports submitted to council on provision of traffic control services
				Output
				4 reports submitted to council on provision of traffic control services by June 2020
<b>Community Services</b>	Improved public safety	70	New	Uniforms for traffic officers
				Number of uniforms purchased for traffic officers
				Output
				2 pairs of uniforms purchased for each traffic officer by June 2020
<b>Community Services</b>	Improved public safety	71	New	4 Quarterly reports submitted to Council on the enforcement of municipal by-laws
				Number of reports submitted to Council on the enforcement of municipal by-laws
				Output
				4 reports by June 2020
				Output
				Quarterly reports and Council Resolutions
			Q1	1 Report
			Q2	1 Report
			Q3	1 Report
			Q4	1 Report
				Billing report from BTO
<b>Community Services</b>	Enhanced Sustainable Environmental Management and Social development	72	New KPI	890 HH Provided with refuse removal services
				Number of hh receiving refuse removal service
				Output
				8900(current number of indigents) by 30 June 2020
				Output
				8900(current number of indigents)
			Q1	8900(current number of indigents)
			Q2	8900(current number of indigents)
			Q3	8900(current number of indigents)
			Q4	8900(current number of indigents)

<b>Community Services</b>	Enhanced Sustainable Environmental Management and Social development	73	15 illegal dumping sites cleansed in the municipal areas during 2018/2019	None	Number of illegal dumping sites cleansed in the municipal areas by June 2020	Output	20 illegal dumping sites cleansed in the municipal areas by June 2020	OPEX
<b>Community Services</b>	Enhanced Sustainable Environmental Management and Social development	74	20 illegal dumping sites cleansed in the municipal areas by June 2020	None	4 anti-littering and clean up campaigns conducted by June 2020	Output	4anti-littering and clean up campaigns conducted by June 2020	Q1 1 campaigns
<b>Community Services</b>	Enhanced Sustainable Environmental Management and Social development	75	15 illegal dumping sites cleansed in the municipal areas during 2018/2019	New	4 anti-littering and clean up campaigns conducted	Output	350,000	Q2 1 campaigns
<b>Community Services</b>	Enhanced Sustainable Environmental Management and Social development	76	20 illegal dumping sites cleansed in the municipal areas by June 2020	New	20 mass refuse bins	Output	350,000	Q3 1 campaigns
<b>Community Services</b>	Enhanced Sustainable Environmental Management and Social development	77	No cemeteries	Fencing of 8	None	Number of rural Output	250,000	Q4 Completion
<b>Community Services</b>	Enhanced Sustainable Environmental Management and Social development							Completion

<b>Community Services</b>	Sustainable Environmental Management and Social development	fenced	rural cemeteries	fenced by June 2020	cemeteries fenced by June 2020	fenced by June 2020	certificate
	Enhanced Sustainable Environmental Management and Social development	New	Jobs created through EPWP	None	Number of jobs created through EPWP by June 2020	Output	Draft specification
	Enhanced Sustainable Environmental Management and Social development	78	New	Jobs created through EPWP	130 jobs created through EPWP by June 2020	1,000,000	Procurement process
	Enhanced Sustainable Environmental Management and Social development	79	New	Upgrading of Zeerust landfill site	None	1,000,000	Completion letters
<b>Community Services</b>	Enhanced Sustainable Environmental Management and Social development	80	Utilization of library services reports submitted to council	none	Number of reports on utilization of library services submitted to council	Output	Draft specification
	Enhanced Sustainable Environmental Management and Social development	80	4 reports on utilization of library services submitted to council	none	4 reports on utilization of library services submitted to council	OPEX	Completion certificate
	Enhanced Sustainable Environmental Management and Social development	80	4 reports on utilization of library services submitted to council	none	4 reports on utilization of library services submitted to council	OPEX	Completion certificate
	Enhanced Sustainable Environmental Management and Social development	80	4 reports on utilization of library services submitted to council	none	4 reports on utilization of library services submitted to council	OPEX	Completion certificate

### 6.3. KPA 3: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

BUDGET AND TREASURY							
FUNCTIONAL AREA	STRATEGIC OBJECTIVE	BASELINE 2018/19		KPI Type	ANNUAL TARGET	BUDGET	QUARTERLY TARGETS
		KPI NUMBER	Current status (Progress to date)				
Budget and Treasury	Increased financial viability	81	2017/18 AFS submitted by 31 Aug 2018	2018/19 AFS submission to the Ag	None	2018/19 AFS submitted to the AGSA	Q1 the AGSA by 31 August 2019 Q2 None Q3 None Q4 None
Budget and Treasury	Increased Financial Viability	82	Adjustment budget for 2017/18 tabled on 28 February 2018	2019/20 Adjustment Budget	None	2019/20 adjustment budget developed and approved	Q1 None Q2 None Q3 Q3 and approved by 28 February 2020 Q4 None
Budget and Treasury	Increased Financial Viability	83	2018/19 draft Budget on 28 March 2019	2020/21 Draft Budget	None	2020/21 draft budget tabled by 31 March 2020	Q1 None Q2 None Q3 Q3 and approved by 28 February 2020 Q4 None

			Q4				None			
			Q1				None			
			Q2				None			
			Q3				None			
Budget and Treasury	Increased Financial Viability	2019/20 budget approved on 14 June 2019	2019/20 Budget	None	2020/21 Budget approved	Output	2020/21 Budget approved by 31 May 2020	OPEX	OPEX	2020/21 Budget and Council Resolution
Budget and Treasury	Increased Financial Viability	84	Reporting on MSCOA	Reporting on MSCOA	Number of reports on implementation of MSCOA	Output	4 reports on implementation of MSCOA by 30 June 2020	OPEX	Q1 1 Report	4 Reports and Council Resolution
Budget and Treasury	Increased Financial Viability	85	12 reports on Sec 71	12 Reports on Sec 71	Number of Sec 71 reports submitted to the Mayor, FEED and PT (Within 10 days after the end of the Month)	Output	12 Sec 71 reports submitted to the Mayor, FEED and PT by 30 June 2020	OPEX	Q1 1 Report	4 Reports and Council Resolution
Budget and Treasury	Increased Financial Viability	86	4 physical verifications conducted	4 physical verifications	Number of physical verification of assets to be conducted	Output	4 physical verification of assets to be conducted by 30 June 2020	OPEX	Q1 1 Report	Physical verification reports
Budget and Treasury	Increased Financial Viability	87	6 MFMA sec 66 Reports submitted	12 MFMA Sec Reports	Number of MFMA Sec 66 reports to be submitted to the Mayor and council	Output	12 Monthly MFMA Section 66 Reports submitted to the Mayor and Council by 30 June 2020	OPEX	Q1 66 Reports	12 MFMA Sec 66 Reports
Budget and Treasury	Increased Financial Viability	88							Q2 66 Reports	3 MFMA Sec 66 Reports
									Q3 66 Reports	3 MFMA Sec 66 Reports
									Q4 66 Reports	3 MFMA Sec 66 Reports

<b>Budget and Treasury</b>	Increased Financial Viability	89	NEW	4 MFMA Sec 11 reports	None	Number of MFMA Sec 11 reports submitted to Council and PT % NT	Output	4 reports on MFMA Sec 11 reports submitted to Council and PT %	OPEX	Q1 1 Report	Reports, proof of submission and Council Resolution
<b>Budget and Treasury</b>	Increased Financial Viability	90	4 SCM Reg 6(3)&(4) submitted	4 SCM Reg 6(3)&(4) submitted	None	Number of SCM Reg 6(3)&(4) submitted to Council	Output	4 SCM Reg 6(3)&(4) submitted to Council by 30 June 2020	OPEX	Q1 1 Report	Reports and Council Resolution
<b>Budget and Treasury</b>	Increased Financial Viability	91	2019/20 Procurement Plan approved	2020/21 Procurement Plan	None	Approved 2020/21 Procurement Plan	Output	Approved 2020/21 Procurement Plan by 30 June 2020	OPEX	Q1 1 Report	Approved Procurement Plan
<b>Budget and Treasury</b>	Increased Financial Viability	92	4 reports on contract management	Reporting on contract management and maintenance of contract register	None	Number of reports to be submitted to council on contracts management and maintenance of contract register	Output	4 reports to be submitted to council on contracts management and maintenance of contract register by 30 June 2020	OPEX	Q1 1 Report	Approved Procurement Plan
<b>Budget and Treasury</b>	Increased Financial Viability	93	60% Implementation	100%	None	Percentage implementation of the AIP	Output	100% by 30 June 2020	OPEX	Q1 None	Signed AIP Progress Report
<b>Budget and Treasury</b>	Increased Financial Viability	94	NEW	Reporting on Compliance with MPRA	None	Number of Reports submitted to Council on Compliance with Municipal	Output	12 reports to be submitted by 30 June 2020	OPEX	Q1 3 Reports	Reports and Council Resolution

				Property Rates Act (MPRA)			Q4 3 Reports
Budget and Treasury	Increased Financial Viability	95	NEW Billing	Reporting on Billing	None	Number of Billing reports submitted to Council	Q1 3 Reports OPEX
<b>Budget and Treasury</b>	Increased Financial Viability	96	NEW	Number of indigents - Free Basic water	None	Number Indigent households receiving Free Basic Water	Q1 1077 OPEX
<b>Budget and Treasury</b>	Increased Financial Viability	97	NEW (National Key Indicators)	Number of indigents - Free Basic Electricity	None	Number Indigent households provided with Free Basic Electricity	Q1 1077 OPEX
<b>Budget and Treasury</b>	Increased Financial Viability	98	NEW (National Key Indicators)	Number of indigents - Free Basic Refuse Removal	None	Number of Indigent households receiving Free Basic Refuse Removal Services	Q1 1077 OPEX
<b>Budget and Treasury</b>	Increased Financial Viability	99	NEW (National Key Indicators)	Number of indigents - free basic sewer	None	Number of Indigent households provided with Free Basic Sewer Services	Q1 1077 OPEX
<b>Budget and Treasury</b>	Increased Financial Viability	100	4 reports	4 Reports on management of UIF	None	4 reports submitted to Council on Management of (UIF), and subsequent reporting per MFMA s32 by 30	Q1 1 Report OPEX
							Q2 1 Report Q3 1 Report Q4 1 Report
							Reports and Council Resolution

					MFMA S32	June 2020			
Budget and Treasury	Increased Financial Viability	101	2 Reports submitted	12 Reports on debtors management	None	Output	12 reports on debtors management submitted to Council by 30 June 2020	OPEX	Q1 3 Reports Q2 3 Reports Q3 3 Reports Q4 3 Reports
Budget and Treasury	Increased Financial Viability	102	NEW	4 MFMA Sec 52 Reports	None	Output	4 reports submitted to Council MFMA Sec 52 by 30 June 2020	OPEX	Q1 1 Report Q2 1 Report Q3 1 Report Q4 1 Report
Budget and Treasury	Increased Financial Viability	103	NEW (National Key Indicators)	NT Norm	None	Output	Annual Outstanding Service Debtors to revenue	OPEX	Q1 30 days Q2 30 days Q3 30 days Q4 30 days
Budget and Treasury	Increased Financial Viability	104	NEW	Own Target	None	Output	Percentage revenue collection growth	OPEX	Q1 85% Q2 85% Q3 85% Q4 85%

#### 6.4. KPA 4: LOCAL ECONOMIC DEVELOPMENT

MUNICIPAL PLANNING AND DEVELOPMENT						
FUNCTIONAL AREA	STRATEGIC OBJECTIVE	BASELINE 2018/19		KEY PERFORMANCE INDICATOR	KPI Type	ANNUAL TARGET
		Current status (Progress to date)	Demand (MFMA Circular 63)			
Municipal Planning and Development	Enhanced Sustainable Environmental Management and Social development	105	2 Township Established Not completed	2 Townships (1 in Zeerust and 1 in Sandvakte)	Number of townships established (1 in Sandvakte and 1 in Zeerust Town)	Output 2 townships established by 30 June 2020
Municipal Planning and Development	Enhanced Sustainable Environmental Management and Social development	106	Land Audit not done	Land Audit to be conducted	Number of Land Audits done	Output 1 Land Audit conducted by 30 June 2020
Municipal Planning and Environment	Enhanced Sustainable Environment	107	2 Meetings held	2 Meetings	None	Output 2 Municipal Planning and Tribunal Sittings
PORTFOLIO OF EVIDENCE		BUDGET		QUARTERLY TARGETS		
Q1		Procurement		Tender Submission of application and public participation		
Q2		Assessment and approval		Letters, attendance register, Environmental Authorization		
Q3		2 townships established		R1M		
Q4		2 townships established		R800K		
Q1		Project Inception		Complete Land Audit Report and Council Resolution		
Q2		Report on progress made		1 Land Audit conducted by 30 June 2020		
Q3		Q4		None		Agenda and Attendance Register –

<b>Development</b>	ntal Management and Social development					Planning and Tribunal Sittings	by 30 June 2020
							<b>Q2</b> Planning and Tribunal Sitting
							<b>Q3</b> None
							<b>Q4</b> 1 Municipal Planning and Tribunal Sitting
<b>Municipal Planning and Development</b>	Increased Access to Housing	Facilitation of upgrading of informal settlements	None	Output	4 Reports to Council on Facilitation of upgrading of informal settlements by 30 June 2020	None	Reports on facilitation work done and Council Resolution
<b>Municipal Planning and Development</b>	Increased Access to Housing	Facilitation of implementation of ongoing and new projects within the Municipality	None	Output	4 Reports on facilitation on implementation of ongoing and new projects within the Municipality by 30 June 2020	None	Reports on facilitation work done and Council Resolution
<b>Municipal Planning and Development</b>	Increased Access to Housing	Facilitate the process of issuing of Title Deeds	None	Output	4 Reports on the facilitation of issuing of title deeds by 30 June 2020	None	Reports on facilitation work done and Council Resolution
<b>Municipal Planning and Development</b>	Increased Investment into the economy	Facilitate the Development of the Liberation Heritage Route	None	Output	4 Reports on the facilitation of the Liberation Heritage by 30 June 2020	None	Report to Council Attendance register, agenda Registered beneficiaries

<b>Municipal Planning and Development</b>	Increased Investment into the economy	112	4 LED Forum	4 LED Forum	None	Number of LED Forum meetings held	4 LED Forum meetings held by 30 June 2020
<b>Municipal Planning and Development</b>	Increased Investment into the economy	113	Monitoring of Social Labor Plan from 3 mines	Monitoring of Social Labor Plan from 3 mines	None	Number of reports on monitoring of Social Labour Plans from 3 mines (Vitkop Mine, Swartkop Manganese mine and Marico Crome mine)	4 reports to council by 30 June 2020

## 6.5. GOOD GOVERNANCE AND PUBLIC PARTICIPATION

FUNCTIONAL AREA		OFFICE OF THE MAYOR						PORTFOLIO OF EVIDENCE	
KPI NUMBER	STRATEGIC OBJECTIVE	BASELINE 2018/19		KEY PERFORMANCE INDICATOR	ANNUAL TARGET		BUDGET	QUARTERLY TARGETS	
OFFICE OF THE MAYOR	Improved stakeholder satisfaction	Current status (Progress to date)	Demand (MFMA Circular 63)	Backlog (MFMA Circular 63)	Approved Special Projects Committee	Output	Approved Special Projects Committee by 30 June 2020	Q1 None Q2 None Q3 None Q4 Approved Committee by 30 June 2020	Council Resolution
OFFICE OF THE MAYOR	Improved stakeholder satisfaction	NEW	Establishment of Special Projects Committee	None	Established Heritage Resource Development	Output	Established Heritage Resource Development by 30 June 2020	Q1 Workshop Q2 Development Plan	Minutes and Developed Plan
OFFICE OF THE MAYOR	Improved stakeholder satisfaction	NEW	Heritage Resource Development	None	Implementation of Special Projects of the Mayor	Output	Implementation of the Special Projects of the Mayor by 30 June 2020	Q1 Report on implementation Q2 Report on implementation Q3 Report on implementation Q4 Report on implementation	Reports and Council Resolution
OFFICE OF THE MAYOR	Improved stakeholder satisfaction	Special Projects implemented during 2018/19	None	Mayoral Imbizo	Number of Output	6 Mayoral Imbizo	OPEX	Q1 None	Reports of the

THE MAYOR	stakeholder satisfaction	Held for 2019/20				Mayoral Imbizos held	by 30 June 2020	Imbizos helped, attendance register
		Q1	Q2	Q3	Q4			
OFFICE OF THE MAYOR	Efficient and Effective Administration	118	8 Exco Meetings	None	Number of Exco meetings held	Output	8 Exco Meetings held by 30 June 2020	OPEX
OFFICE OF THE MAYOR	Improved stakeholder satisfaction	119	Dikgosi Forum held	4 Dikgosi Forum Meetings	Number of Dikgosi Forum Meetings held	Output	4 Dikgosi Forum Meetings held by 30 June 2020	OPEX
OFFICE OF THE MAYOR	Improved stakeholder satisfaction	120	NEW IGR Meetings	None	Number of IGR Meetings held	Output	4 IGR Meetings held by 30 June 2020	OPEX

FUNCTIONAL AREA	STRATEGIC OBJECTIVE	BASELINE 2018/19				KPI Type	ANNUAL TARGET	BUDGET	QUARTERLY TARGETS	EVIDENCE PORTFOLIO
		Current status (Progress to date)	Demand (MFMA Circular 63)	Backlog (MFMA Circular 63)	Key Performance Indicator					
OFFICE OF THE SPEAKER	Improved stakeholder satisfaction	121	Ward Committees Established	Ward Committee Meetings	None	Number of Ward Committee meetings held	Output	12 Ward Committee Meetings by 30 June 2020	OPEX	Q1 3 Meetings Q2 3 Meetings Q3 3 Meetings Q4 3 Meetings
OFFICE OF THE SPEAKER	Improved stakeholder satisfaction	122	Complaints Registered	Ward Committee Meetings	None	Number of Ward Committee meetings held	Output	12 Ward Committee Meetings by 30 June 2020	OPEX	Q1 3 Meetings Q2 3 Meetings Q3 3 Meetings Q4 3 Meetings
OFFICE OF THE SPEAKER	Improved stakeholder satisfaction	123	2 public Participation campaigns held	4 public participation	None	Number of public participation campaigns held	Output	4 public participation by 30 June 2020	OPEX	Q1 1 Public participation campaign Q2 1 Public participation campaign Q3 1 Public participation campaign Q4 1 Public participation campaign
OFFICE OF THE SPEAKER	Improved stakeholder satisfaction	124	Community Satisfaction survey not done	1 Community satisfaction survey	1	Number of Community Satisfaction surveys conducted	Output	1 Community Satisfaction Surveys conducted by 30 June 2010	OPEX	Q1 1 Community Satisfaction survey Q2 None Q3 None

<b>OFFICE OF THE SPEAKER</b>	Improved stakeholder satisfaction	125 Community Meetings held	Community meetings None	Number of community meetings conducted Output 228 community meetings held

<b>Q4</b>	None			

<b>Q1</b>	Community Meetings			

<b>Q2</b>	Community Meetings			

<b>Q3</b>	Community Meetings			

<b>Q4</b>	Community Meetings			

INTERNAL AUDIT							PORTFOLIO OF EVIDENCE			
FUNCTIONAL AREA	STRATEGIC OBJECTIVE	BASELINE 2018/19		KPI Type	ANNUAL TARGET	BUDGET	QUARTERLY TARGETS			
		Current status (Progress to date)	Demand (MFMA Circular 63)				Q1	Q2	Q3	
INTERNAL AUDIT	Efficient and Effective Administration	Approved the 2017/18 Risk Based Internal Audit Plan	2018/19 Risk Based Internal Audit Plan	None	Approved Risk based internal audit plan	Output	Approved Risk based internal audit plan by 30 June 2020	OPEX		Minutes of Audit Committee approving the plan. Approved Plan
	Efficient and Effective Administration	2019/20 Risk Based plan implemented	2020/21 plan	None	Number of Reports on the Implementation of the Internal Audit plan	Output	4 reports by 30 June 2020	OPEX	Q1 Report Q2 Report Q3 Report Q4 Report	4 reports signed off by MM
INTERNAL AUDIT	Efficient and Effective Administration	2019/20 Reviewed Internal Audit Charter	2020/21 Reviewed Internal Audit Charter	None	Reviewed 2020/21 Internal Audit Charter	Output	Reviewed 2020/21 Internal Audit Charter by 30 June 2020	OPEX	Q1 None Q2 None Q3 None Q4 None	Reviewed Internal Audit Charter by 30 June 2020
	Efficient and Effective Administration	2019/20 Reviewed ARCOM Charter	2020/21 Reviewed ARCOM Charter	None	Reviewed 2020/21 ARCOM Charter	Output	Reviewed 2020/21 ARCOM Charter by 30 June 2020	OPEX	Q1 None Q2 None Q3 None	ARCOM Charter. Minutes of ARCOM for

		Charter					Reviewed 2020/21 ARCOM Charter by 30 June 2020	the review
							Q4	
<b>INTERNAL AUDIT</b>	Efficient and Effective Administration	130	2 reports submitted to Council	4 ARCOM reports to Council	None	Number of ARCOM Reports submitted to Council	Output 4 reports by 30 June 2020	OPEx
<b>INTERNAL AUDIT</b>	Efficient and Effective Administration	131	NEW	Investigation of irregular expenditure by Municipal Financial Board	None	Number of reports on Investigation of Irregular Expenditure by MDB	Output 4 reports by 30 June 2020	OPEx
							Q1 1 Report	4 Reports and Council Resolution
							Q2 1 Report	
							Q3 1 Report	
							Q4 1 Report	

## 7. WARD INFORMATION FOR EXPENDITURE AND SERVICE DELIVERY

Electricity	0000\06\0603  kageleng phase 1	9,269,000	<u>9,269,000</u>	1,053,000
PMU	office equipment( laptop, printers, furnitures)	-	-	130,000
PMU	8374/06/0606 (Driefontien internal roads and stormwater)	-	-	4,500,000
PMU	8376/06/0606 (Madutle/Mathase internal roads)	-	-	4,500,000
PMU	8379/06/0606 (Maramage internal roads and stormwater)	-	-	4,500,000
PMU	8371/06/0606 (Mmutshweu internal roads and stormwater)	-	-	4,500,000
PMU	8229/06/0606 (Fencing and rehabilitation of zeerust landfill site)	-	-	3,696,300
PMU	8347/06/0606 (Ntswelletsoku sports facility/Technical/Civil )	-	-	6,000,000
PMU	8335/06/0606 (ntswelletsiku Internal Roads and Stormwater)	-	-	4,000,000
PMU	Sanvlakte high mast lights	-	-	1,800,000
PMU	Ward 4 High Mast Lights	-	-	1,800,000
PMU	MLG Projects	-	-	-

## 8. 3 YEAR PROJECT INFORMATION PER WARD

Project Description	Source of Funding	Region/ Ward	Key Performance Indicator	Budget Estimates		
				2019/2020	2020/2021	2021/2022
Lekgophung Internal Roads and storm water (Paving)	MIG	Ward 1	Length of road Constructed	5,000,000	-	-
Motswedzi Internal Roads and storm water	MIG	Ward 4	Length of road Constructed	5,000,000	-	-
Swartkopfontein Internal Roads and storm water phase 2	MIG	Ward 1	Length of road Constructed	6,000,000	-	-
Lobatla Internal Roads and storm water	MIG	Ward 5	Length of road Constructed	6,000,000	-	-
Zeerust Internal Roads and storm water	MIG	Ward 16	Length of road Constructed	-	-	-
Supingstad Internal Roads and storm water phase 2	MIG	Ward 1	Length of road Constructed	-	7,000,000	-
Mathihase Internal Roads and storm water Phase 2	MIG	Ward 14	Length of road Constructed	-	6,000,000	-
Mmutshweu Internal Roads and storm water	MIG	Ward 5	Length of road Constructed	-	6,000,000	-
Maramage Internal Roads and storm water	MIG	Ward 9	Length of road Constructed	-	6,000,000	-
Motswedzi Internal Roads and storm water	MIG	Ward 4	Length of road Constructed	-	6,000,000	-
Sikwane Internal Roads and storm water Phase 2	MIG	Ward 2	Length of road Constructed	-	-	6,000,000
Gopane Internal Roads and storm water Phase 2	MIG	Ward 6	Length of road Constructed	-	-	7,000,000
Groot Marico Internal Roads and storm water phase 2	MIG	Ward 19	Length of road Constructed	-	-	6,000,000
Dinokana ward 9 Internal Roads and storm water Phase 2	MIG	RMLM	Length of road Constructed	-	-	6,000,000
Borakalalo High Mast Lights	MIG	RMLM	Number of high mast lights installed	1,800,000	-	-
Nyetse High Mast Lights	MIG	RMLM	Number of high mast lights installed	-	1,800,000	-
Welbedaght High Mast Lights Phase 2	MIG	RMLM	Number of high mast lights installed	-	-	1,800,000
Groot Marico High Mast Lights	MIG	RMLM	Number of high mast lights installed	-	-	1,800,000