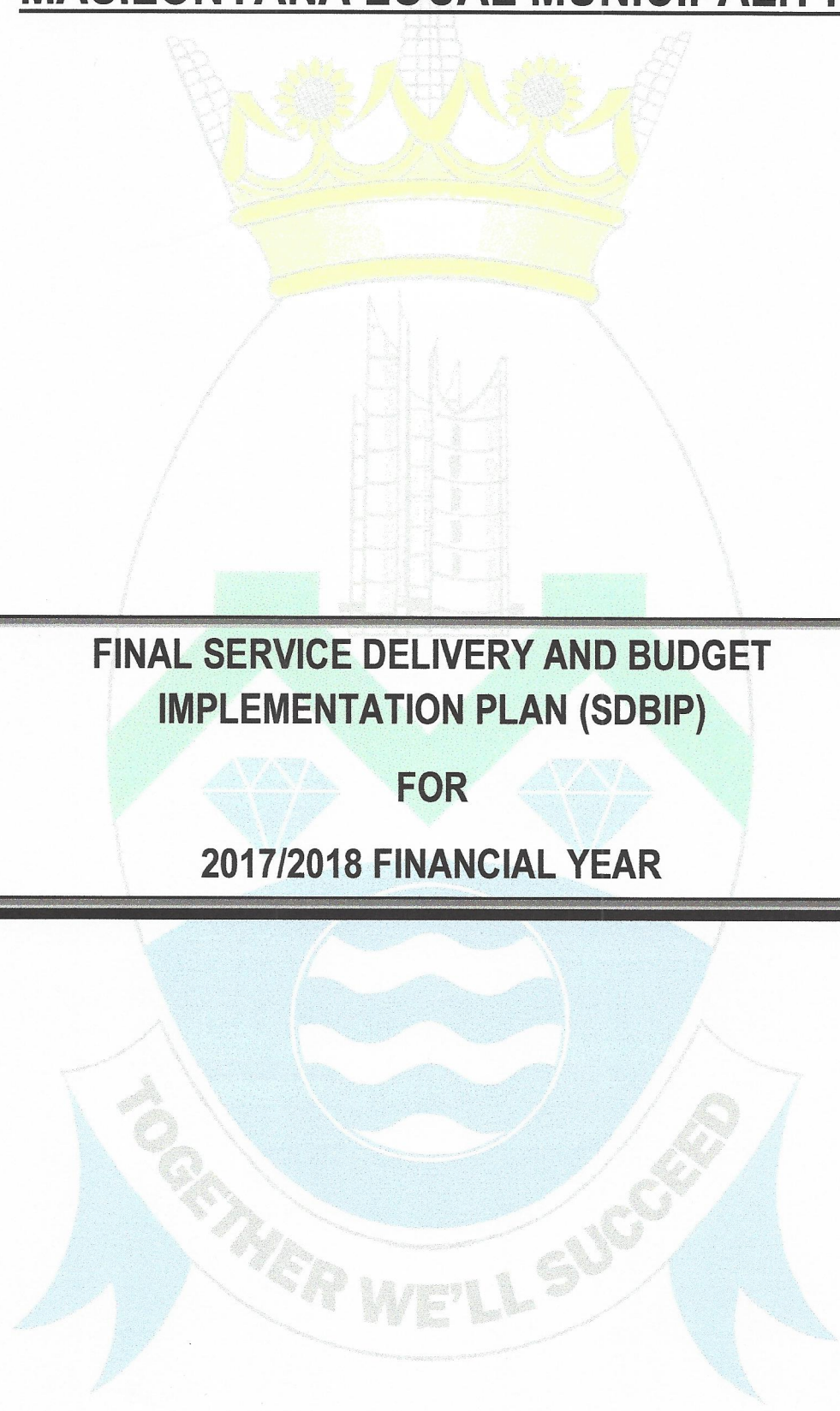


MASILONYANA LOCAL MUNICIPALITY



The coat of arms of Masilonyana Local Municipality is centered in the background. It features a yellow crown at the top, a shield with a stylized building and green diamonds, and a blue ribbon at the bottom with the motto 'TOGETHER WE'LL SUCCEED'. The central text is enclosed in a black-bordered box.

**FINAL SERVICE DELIVERY AND BUDGET
IMPLEMENTATION PLAN (SDBIP)**

FOR

2017/2018 FINANCIAL YEAR

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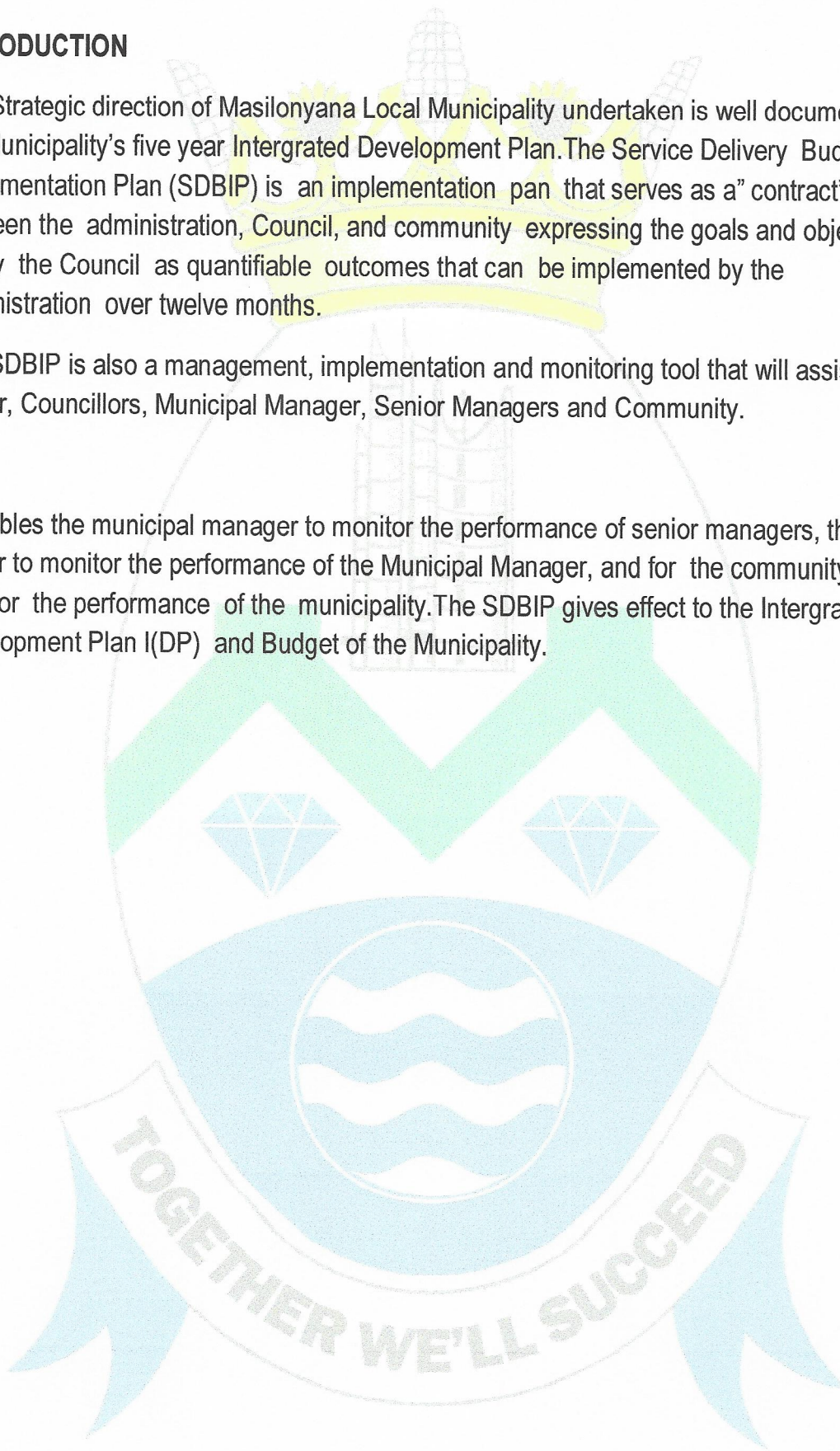


INTRODUCTION

The Strategic direction of Masilonyana Local Municipality undertaken is well documented in the Municipality's five year Intergrated Development Plan. The Service Delivery Budget Implementation Plan (SDBIP) is an implementation plan that serves as a "contract" between the administration, Council, and community expressing the goals and objectives set by the Council as quantifiable outcomes that can be implemented by the administration over twelve months.

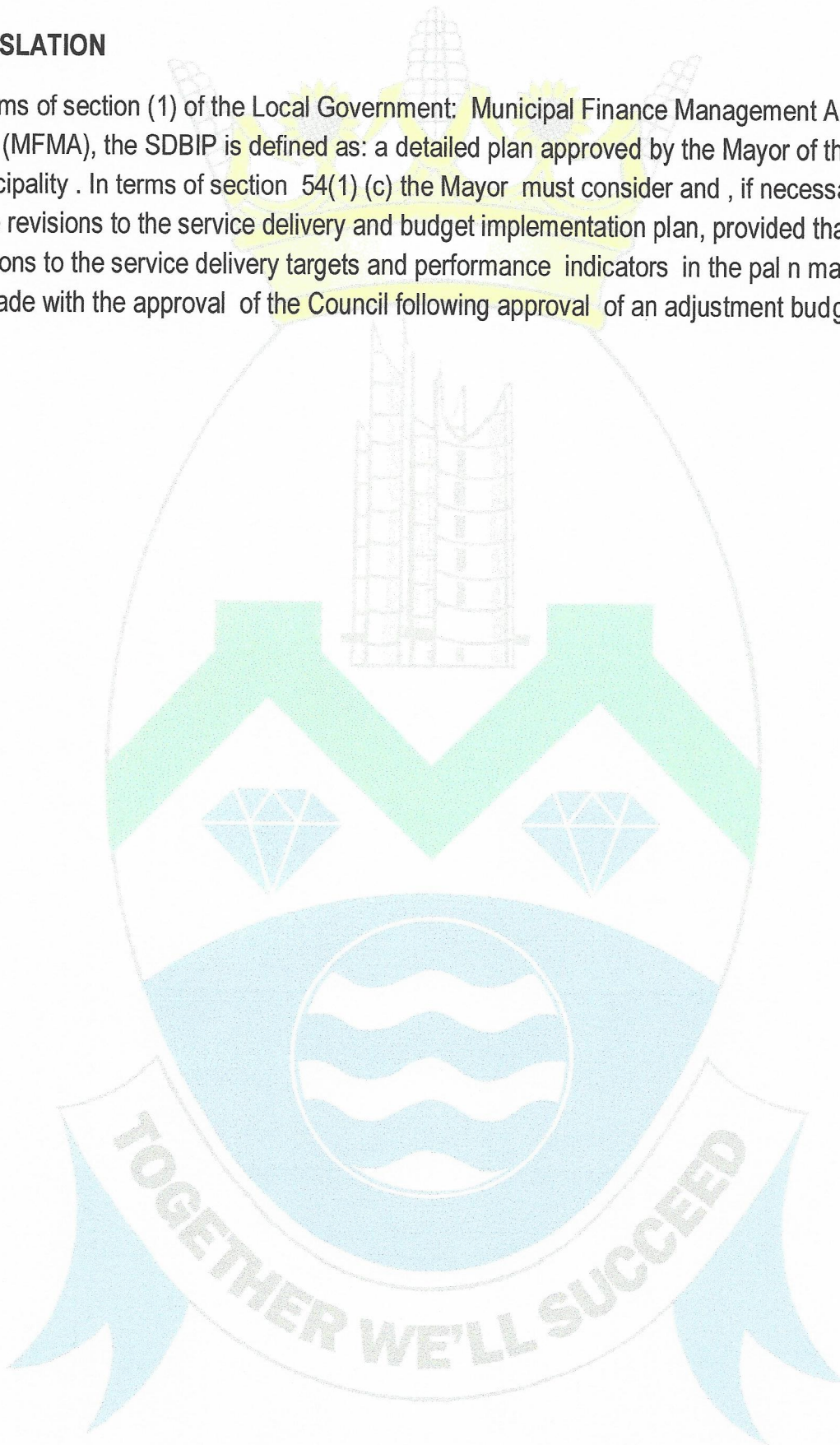
The SDBIP is also a management, implementation and monitoring tool that will assist the Mayor, Councillors, Municipal Manager, Senior Managers and Community.

It enables the municipal manager to monitor the performance of senior managers, the Mayor to monitor the performance of the Municipal Manager, and for the community to monitor the performance of the municipality. The SDBIP gives effect to the Intergrated Development Plan (IDP) and Budget of the Municipality.



LEGISLATION

In terms of section (1) of the Local Government: Municipal Finance Management Act of 2003 (MFMA), the SDBIP is defined as: a detailed plan approved by the Mayor of the Municipality . In terms of section 54(1) (c) the Mayor must consider and , if necessary, make revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the Council following approval of an adjustment budget.



ADMINISTRATOR QUALITY CERTIFICATE

I Ratoolo Stephen Kau in my capacity as the Administrator of Masilonyana Local Municipality submit this Final Service Delivery Budget Implementation Plan for 2017/2018 financial year for approval by the Honourable Mayor. The reviewed SDBIP has been prepared in terms of the stipulated requirements as documented in the Local Government: Municipal Finance Management Act of 2003.

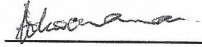

R.S. KAU

18-07-2017
DATE



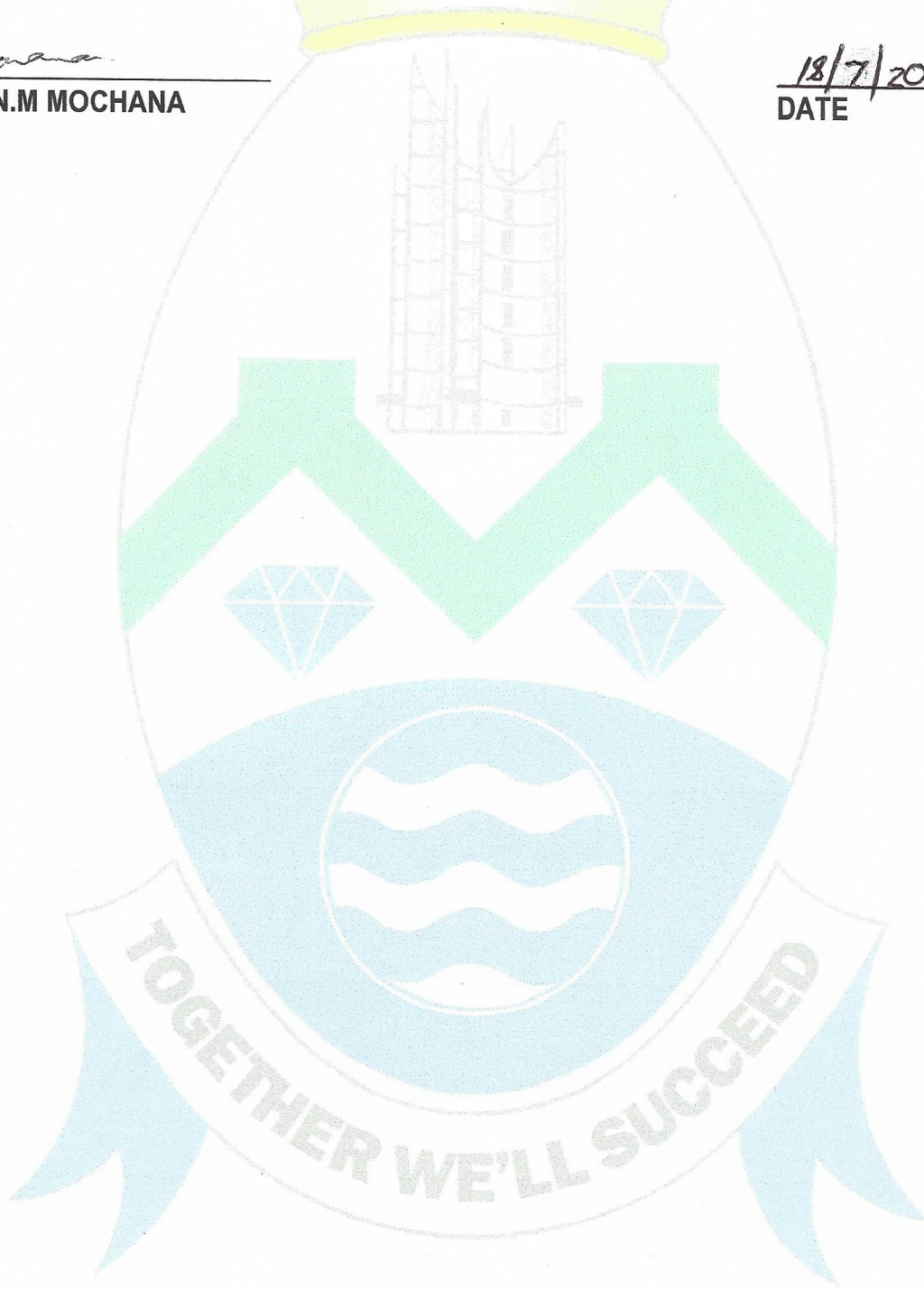
HONOURABLE MAYOR'S APPROVAL

I, Noncizi Annah Mochana in my capacity as the Mayor of Masilonyana Local Municipality hereby approve the Final Service Delivery and Budget Implementation Plan (DDBIP) for the 2017/2018 Financial year as required in terms of section 54(1) (c) of the Local Government Municipal Finance Management Act 2003.



CIlr N.M MOCHANA

18/7/2017
DATE



ALIGNMENT WITH MUNICIPAL IDP AND NATIONAL OUTCOMES

KPA	NATIONAL KPA	NATIONAL OUTCOME	IDP STATEGIC OBJECTIVE	IDP PRIORITY
KP1	Basic Service Delivery	An efficient, competitive and responsive economic infrastructure network	To ensure 100% of households in all formal settlement(s) around Masilonyana have access to clean (basic level) of water by July 2017	Water
		An efficient, competitive and responsive economic infrastructure network.	To ensure that identifies internal roads in Masilonyana area are maintained and /or upgraded to facilitate economic and social activity required for the sustainable development of the municipality ; thus implementing the current infrastructure Master Plan	Roads and Storm Water
		An efficient, competitive and responsive economic infrastructure network	To ensure 100% of households in formal settlements in Masilonyana area have access to basic level of sanitation by 2017	Sanitation
		An efficient,	To ensure 100% of	Electricity

		competitive and responsive economic infrastructure network	households in Masilonyana Municipal area have access to electricity by 2018	
		A responsive , accountable , effective and efficient local government system	To ensure that financial & non financial performance reporting is in line with applicable legislation	Reporting
		A skilled and capable workforce to support an inclusive growth	To ensure access to well maintained, quality sporting and parks & recreational facilities in Masilonyana Municipal area	Parks and Recreational Facilities
		An efficient, competitive and responsive economic infrastructure network	To ensure good waste management in Masilonyana Municipality	Waste Management
		All people in South Africa are protected and feel safe	To ensure effective law enforcement management in Masilonyana Municipal area	Law Enforcement
		All people in South Africa are protected and feel safe	To coordinate and manage the disaster related issues with relevant stakeholders and capacitating communities and learners on disaster	Disaster Management

			management	
		An efficient, competitive and responsive economic infrastructure network	To ensure that building regulations are adhered	Building Maintenance
		Sustainable human settlement and improved quality of household life	To maintain legitimate database of human settlement and erven waiting list	Human Settlements
		To encourage the appropriate and effective use of land and resources	To encourage the appropriate and effective use of land and resources	Town Planning
		A skilled and capable workforce to support an inclusive growth path	To provide appropriate Human Resources to support all Directorates in the Municipality	Skills Development
KPA 2	Municipal Transformation and Organisational Development	A skilled and capable workforce to support an inclusive growth path	To provide appropriate Human Resources to support all Directorates in the Municipality	Human Resources Development
		A skilled and capable workforce to support an inclusive growth path	To provide appropriate Human Resources to support all Directorates in the Municipality	Health and Safety
		A skilled and capable workforce to support an inclusive growth	To promote fair Labour Practices	Labour Relations

		path		
		A responsive , accountable, effective and efficient local government system	To provide an integrated ICT system that will ensure safety of information	Information Technoloty
KPA3	Local Economic Development	Decent employment through inclusive economic growth	To create employment opportunities in Masilonyana Municipal Area, based projects and programmes outlined in the IDP and Back to Basics document	EWP
		A responsive , accountable, effective and efficient local government system		LED
KPA4	Financial Viability and Management	A responsive , accountable, effective and efficient local government system	To adhere to all budget regulations	Budget
		A responsive , accountable, effective and efficient local government system	To ensure that the Municipality has effective revenue collection system consistent with applicable regulations and the municipality's debt and credit control policy	Revenue Management
		A responsive , accountable, effective and efficient local	To manage, control and maintain all municipal assets according to MFMA	Assets Management

		government system	regulations and good assets management practices	
		A responsive , accountable, effective and efficient local government system	To have effective and efficient expenditure management processes and systems	Expenditure
		A responsive , accountable, effective and efficient local government system	To implement proper supply chain protocols in compliance with the MFMA legislation	Supply Chain Management
		A responsive , accountable, effective and efficient local government system	To ensure that financial & non-financial performance reporting is in line with applicable legislations	Reporting
KPA5	Good Governance and Public participation	A responsive , accountable, effective and efficient local government system	To ensure there is a performance driven institution culture in Masilonyana	Performance Management System
		A responsive , accountable, effective and efficient local government system	To improve community participation in the affairs of the municipality	Public Participation
		A responsive , accountable, effective and	To ensure a developmentally oriented planning	Integrated Development Plan

		efficient local government system	institution in line with the requirements of local government laws and regulations	
		A responsive , accountable, effective and efficient local government system	To ensure MLM operates clear of anticipated risks of maladministration, fraud and corruption	Risk Management
		A responsive , accountable, effective and efficient local government system	Improve internal controls for clean administration purposes by continuous implementation	Internal Audit
		A responsive , accountable, effective and efficient local government system	To ensure effective system of municipal governance in line with applicable legislation	Legal Compliance



Table SA30 Budgeted monthly cash flow

	Budget Year 2017/18												Medium Term Revenue and Expenditure Framework		
													Budget Year 2017/18	Budget Year +1 2018/19	Budget Year +2 2019/20
	July	August	Sept.	October	November	December	January	February	March	April	May	June			
Revenue	2,782	614	1,680	1,661	992	1,322	1,915	1,292	1,479	1,464	1,448	12,900	29,549	31,292	33,107
Operating	1,872	1,630	1,867	1,061	1,017	1,268	1,014	1,131	1,312	1,425	1,952	7,471	23,022	24,380	25,794
Non-operating	1,872	1,730	1,967	1,861	1,917	1,768	1,714	1,731	1,861	1,917	1,968	6,394	26,702	28,277	29,917
Operating	957	1,197	862	762	955	1,007	919	882	1,007	919	882	5,119	15,469	16,382	17,332
Non-operating	629	689	701	812	711	741	705	870	848	964	946	1,385	10,002	10,592	11,206
Operating	21	12	8	4	14	7	20	12	6	4	6	6	119	126	134
Non-operating	146	22	18	16	32	68	32	34	26	18	38	38	451	478	506
Operating	340	312	301	217	324	321	312	345	215	237	269	207	3,399	3,569	3,808
Non-operating	-	-	-	-	-	-	-	-	-	-	-	1	1	1	1
Operating	-	-	-	-	-	-	-	-	-	-	-	3,767	3,767	3,989	4,221
Non-operating	39,134	333	-	-	5,000	28,912	378	333	24,001	341	-	-	97,714	113,970	120,947
Operating	190	113	227	207	244	112	378	172	165	341	-	(2,150)	210,194	233,086	246,972
Non-operating	47,944	6,654	7,630	6,602	11,205	35,526	7,010	6,803	30,920	7,289	7,471	35,139	210,194	233,086	246,972
Operating	9,589	-	-	-	9,589	-	-	-	9,589	-	-	15,000	43,768	59,931	81,169
Non-operating	57,533	6,654	7,630	6,602	22,035	35,526	7,010	6,803	40,510	7,289	7,471	50,139	255,202	293,017	328,131
Operating	7,362	6,242	7,099	6,600	7,767	9,639	4,683	7,275	6,600	7,767	9,639	8,611	89,286	95,268	101,555
Non-operating	533	539	597	548	534	556	560	576	589	502	515	844	6,893	7,286	7,694
Operating	646	673	600	626	653	580	307	2,592	4,748	2,569	3,364	250	4,335	4,582	4,839
Non-operating	4,648	3,067	2,551	2,737	4,780	2,780	2,556	2,592	4,748	2,569	3,364	220	36,614	36,312	38,345
Operating	1,174	374	374	541	500	374	374	667	374	374	374	179	5,679	4,582	4,839
Non-operating	584	608	404	777	1,025	1,423	940	662	1,183	1,304	1,425	723	11,059	11,689	12,344
Operating	450	398	460	475	245	680	197	197	-	-	-	770	3,675	3,883	2,375
Non-operating	8,582	774	3,907	5,397	3,607	1,575	626	1,305	1,565	1,930	2,295	-	-	-	-
Operating	23,979	12,675	15,992	17,702	19,113	17,607	10,245	13,077	15,059	14,447	17,612	15,589	35,554	37,652	39,836
Non-operating	1,507	4,193	2,460	2,199	8,039	1,969	2,022	1,149	1,089	3,659	2,049	13,402	43,768	59,931	81,169
Operating	-	-	186	-	186	-	-	-	16	-	-	356	744	786	830
Non-operating	25,486	16,868	18,638	19,901	27,152	19,782	12,267	14,226	16,174	18,105	19,661	29,347	237,607	261,972	293,816
Operating	32,047	(10,214)	(11,008)	(13,299)	(5,117)	15,744	(5,257)	(7,423)	24,336	(10,817)	(12,190)	20,792	17,595	31,046	34,315
Non-operating	980	33,027	22,813	11,806	(1,494)	(6,611)	9,133	3,876	(3,547)	20,789	9,972	(2,217)	980	18,575	49,621
Operating	33,027	22,813	11,806	(1,494)	(6,611)	9,133	3,876	(3,547)	20,789	9,972	(2,217)	18,575	18,575	49,621	83,936

deliberately not linked to Table A4 because timing differences between the invoicing of clients and receiving the cash means that the cashflow will differ from budgeted revenue, and similarly for budgeted expenditure. However for the MTREF it is now

Medium Term Revenue and Expenditure Framework			
Budget Year 2017/18	Budget Year +1 2018/19	Budget Year +2 2019/20	
21,723	106,816	113,783	
65,692	62,357	66,024	
149	157	166	
-	-	-	
-	-	-	
-	-	-	
23,483	14,378	15,184	
31,978	23,388	24,666	
1,000	-	-	
59,436	39,090	41,279	
54,364	36,293	38,045	
-	-	-	
-	-	-	
-	-	-	
257,824	282,449	299,147	
40,475	42,782	45,178	
24,172	22,077	21,439	
29,935	31,641	33,413	
1,667	1,762	1,861	
2,816	2,976	3,143	
2,901	3,067	3,238	
10,394	10,986	11,600	
20,094	21,240	22,429	
28,817	30,460	32,166	
29,874	31,576	33,345	
47,186	56,271	67,076	
7,939	8,391	8,862	
-	-	-	
-	-	-	
246,269	263,229	283,749	
11,555	19,220	15,398	
-	-	-	
-	-	-	
11,555	19,220	15,398	

MASILONYANA LOCAL MUNICIPALITY: FINAL SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN(SDBIP) FOR 2017/2018

KPA 1 - BASIC SERVICE DELIVERY

IDP PRIORITY	IDP OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/2018 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	QUARTERLY TARGETS				MEANS OF VERIFICATION
										1st (Jul - Sept)	2nd (Oct - Dec)	3rd (Jan - Mar)	4th (Apr - Jun)	
Water	To ensure that 100% of households in all formal settlement(s) around Masilonyana have access to clean (basic level) of water by July 2019	BSD-01	Implementation of Water Conservation Demand Management Plan	No WCWDM Plan in place	WCWDM Plan Implemented	Water Conservation	Jun-18	Operational	Director: Infrastructure & Technical Services	WCWDM assessment	WCWDM assessment	Draft WCWDM Plan	Final WCWDM Plan	WCWDM Plan
Water		BSD-02	16 210 Households with access to water in dwelling	14 847 households provided water in dwellings	1 363 households provided with access to water in dwellings	Water provision	Jun-18	Operational	Director: Infrastructure & Technical Services	Site assessment and Action Plan	Implementation of the Action Plan with 340 houses connected	882 Houses connected	1363 houses connected	Detailed report signed by the HOD on water provision
Water		BSD-03	Percentage increased of blue & green drop status	29.04 Blue drop	30% Blue drop & 30% Green drop increased	hourly sampling, assessments & preparation of water quality reports and	Jun-18	Operational	Director: Infrastructure & Technical Services	Water Safety Plan completed, DMA Process Management and Control Report	N/A	N/A	N/A	Assessment results
Water		BSD-04	Refrurbishment of the concrete reservoir tower at Theunissen/Masilo	N/A	Concrete Reservoir tower refurbished at Theunissen/Masilo	Refrurbishment of the concrete reservoir tower	Sep-17	R240 000 MIG	Director: Infrastructure & Technical Services	Project Recovery Plan and Progress report	Closeout report and completion certificate	N/A	N/A	Closeout report and completion certificate
Water	To ensure that 100% of households in all formal settlement(s) around Masilonyana have access to clean (basic level) of water by July 2019	BSD-05	Installation of electricity and transformers for the raw water pipeline from san vet channel to Brandfort	Completion of the Brandfort Raw Water Supply project	Completed Brandfort Raw Water Supply Project	Brandfort Raw Water Supply Project	Sep-17	RBIG	Director: Infrastructure & Technical Services	Project Recovery Plan and Progress report	Closeout report and completion certificate	N/A	N/A	Closeout report and completion certificate
Water		BSD-06	Construction of clear water pipeline from Sediberg reservoirs to Winburg reservoirs	40% progress on construction of clear water pipeline from Sediberg reservoirs to Winburg Reservoir	Clear water pipeline from Sediberg reservoirs to Winburg reservoirs constructed	Construction of clear water pipeline from Sediberg reservoirs to Winburg reservoirs	Jun-18	RBIG	Director: Infrastructure & Technical Services	Progress report	Progress report	Progress report	Progress report	Annual Progress report
Water		BSD-07	Number of zonal and bulk water meters installed for Theunissen/Masilo	Domestic water meters installed	2 zonal and 4 bulk water meters installed for Theunissen/Masilo	Installation of zonal and bulk water meters	Sep-17	MIG	Director: Infrastructure & Technical Services	Progress report	Closeout report and completion certificate	N/A	N/A	Closeout report and completion certificate
Water		BSD-08	Number of zonal and bulk water meters installed for Verkeedevlei / Tsopong	Domestic water meters installed	4 zonal and 3 bulk water meters installed for Verkeedevlei / Tsopong	Installation of zonal and bulk water meters	Sep-17	MIG	Director: Infrastructure & Technical Services	Progress report	Closeout report and completion certificate	N/A	N/A	Closeout report and completion certificate
Water	To ensure that 100% of households in all formal settlement(s) around Masilonyana have access to clean (basic level) of water by July 2019	BSD-09	Number of zonal and bulk water meters installed for Brandfort/Magwemasweu	Domestic water meters installed	3 zonal and 3 bulk water meters installed for Brandfort /	Installation of zonal and bulk water meters	Sep-17	MIG	Director: Infrastructure & Technical Services	Progress report	Closeout report and completion certificate	N/A	N/A	Closeout report and completion certificate
Water		BSD-10	Number of zonal water meters installed	Domestic water meters installed	3 zonal water meters installed for Winburg /	Installation of zonal water meters	Sep-17	MIG	Director: Infrastructure & Technical Services	Progress report	Closeout report and completion certificate	N/A	N/A	Closeout report and completion certificate
Roads and Storm water		BSD-11	Number of potholes repaired at Theunissen	Potholes repaired at Theunissen	45 potholes repaired at Theunissen	Repairing of potholes at Theunissen	Mar-18	Operational	Director: Infrastructure & Technical Services	N/A	20 potholes repaired at Theunissen	25 potholes repaired at Theunissen	N/A	Report signed by the HOD of potholes repaired
Roads and Storm water		BSD-12	Number of potholes repaired at Winburg	Potholes repaired at Winburg	40 potholes repaired at Winburg	Repairing of potholes at Winburg	Mar-18	Operational	Director: Infrastructure & Technical Services	N/A	15 potholes repaired at Winburg	25 potholes repaired at Winburg	N/A	Report signed by the HOD of potholes repaired

Infrastructure	To ensure access to well maintained, quality sporting and parks & recreational facilities in Maslonyana Municipal area	BSD-20	Construction of sports centre at Winburg	Parameter wall, audition block, grass field, running track and playground completed	Winburg sports centre constructed	Sep-17	MIG	Director: Infrastructure & Technical Services	Progress report	Closeout report and completion certificate	N/A	N/A	Closeout report and completion certificate
Reporting	To ensure that financial & non-financial performance reporting is in line with applicable legislation	BSD-21	Number of MIG reports prepared and submitted to Cogta	12 MIG reports submitted to Cogta	Preparation of MIG reports & submission	Monthly	Operational	Director: Infrastructure & Technical Services	3 MIG Reports	3 MIG Reports	3 MIG Reports	3 MIG Reports	12 MIG reports and proof of submission
Reporting	To ensure that financial & non-financial performance reporting is in line with applicable legislation	BSD-22	Number of EPWP reports prepared and submitted to Public Works	6 EPWP reports submitted	Preparation of EPWP reports & submission to Public Works	Monthly	Operational	Director: Infrastructure & Technical Services	EPWP reports prepared & submitted to Public Works	EPWP reports prepared & submitted to Public Works	EPWP reports prepared & submitted to Public Works	EPWP reports prepared & submitted to Public Works	Acknowledgement of receipt and reports
Parks and Recreational Facilities	To ensure access to well maintained, quality sporting and parks & recreational facilities in Maslonyana Municipal area	BSD-23	Number of reports prepared on maintenance of Parks and recreational facilities in all municipal towns	12 reports on the maintenance of Parks and recreational facilities	Preparation of reports on maintenance of Parks and Recreational Facilities	Quarterly	Operational	Director: Social and Community Services	1 report on maintenance of Parks and Recreational facilities in all municipal towns	1 report on maintenance of Parks and Recreational facilities in all municipal towns	1 report on maintenance of Parks and Recreational facilities in all municipal towns	1 report on maintenance of Parks and Recreational facilities in all municipal towns	4 signed reports by the HOD
Waste Management	To ensure good waste management in Maslonyana Municipality	BSD-24	Upgrading of the Winburg Landfill Sites	Upgrading of Landfill site at Winburg	Upgrading of Landfill site	Jun-18	Operational	Director: Social and Community Services	N/A	N/A	Progress report	Progress report	Expenditure report as at 30 June 2018
IPD PRIORITY	IPD OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/2018 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT DRIVER	1st (Jul - Sept)	2nd (Oct - Dec)	3rd (Jan - Mar)	4th (Apr - Jun)	MEANS OF VERIFICATION
Waste Management	To ensure good waste management in Maslonyana Municipality	BSD-25	Upgrade of waste disposal site at Brandfort/ Majwemasweu	Preliminary Designs for the Waste disposal site at Brandfort/ Majwemasweu	Waste disposal site upgraded at Brandfort/ Majwemasweu	Final Designs for the upgrading of waste disposal site at Brandfort/ Majwemasweu	Dec-17	Director: Infrastructure & Technical Services	Progress report	Final Design and Tender Documentation	N/A	N/A	Final Design and Tender Documentation
Cemeteries	To ensure effective management of graveyards and cemeteries in Maslonyana Municipal area	BSD-26	Establishment of New Cemetery in Makolekella	N/A	Establishment of new cemetery	Establishment of new cemetery	Oct-17	Director: Social & Community Services	N/A	Surveying -Pegging and Diagrams	N/A	Approved diagrams, registration by Surveyor General	Annual Progress Report
Cemeteries	To ensure effective management of graveyards and cemeteries in Maslonyana Municipal area	BSD-27	Establishment of New Cemetery in Masilo	N/A	Establishment of new cemetery	Establishment of new cemetery	Oct-17	Director: Social and Community Services	N/A	Subdivision application to Tribunal Committee	N/A	Approved diagrams, registration by Surveyor General	Annual Progress Report
Law Enforcement	To ensure effective law enforcement management in Maslonyana Municipal area	BSD-28	Number of law enforcement reports prepared and submitted inclusive of warrants, unroadworthy cars and unlicensed drivers	8 Reports	Preparation & submission of law enforcement reports	Preparation of reports and submission of law enforcement reports	Quarterly	Director: Social and Community Services	1 law enforcement report prepared and submitted inclusive of warrants, unroadworthy cars and unlicensed drivers	1 law enforcement report prepared and submitted inclusive of warrants, unroadworthy cars and unlicensed drivers	1 law enforcement report prepared and submitted inclusive of warrants, unroadworthy cars and unlicensed drivers	1 law enforcement report prepared and submitted inclusive of warrants, unroadworthy cars and unlicensed drivers	4 consolidated reports signed by the HOD

Disaster Management	To coordinate and manage the disaster related issues with relevant departments and communities and disaster learners on disaster management	BSD-30	Number of disaster management awareness campaigns conducted in all municipal towns	5 Disaster Management Awareness Campaigns conducted in all municipal towns	Conducting campaigns on Structural Fire, Veld fire and drought at schools, clinics and community	Quarterly	Operational	Director: Community and Social Services	2 Disaster Management Awareness Campaigns conducted	1 Disaster Management Awareness Campaign conducted	1 Disaster Management Awareness Campaign conducted	Attendance registers and reports signed by the HOD
Building Maintenance	To ensure that building regulations are adhered	BSD-31	Number of reports prepared on repairs and maintenance of buildings in all municipal towns	4 reports prepared on repairs and maintenance of buildings in all municipal towns	Preparing reports on repairs and maintenance of municipal buildings	Quarterly	Operational	Director: Community and Social Services	1 report prepared on repairs and maintenance of buildings in all municipal towns	1 report prepared on repairs and maintenance of buildings in all municipal towns	1 report prepared on repairs and maintenance of buildings in all municipal towns	4 reports signed by the HOD
Human Settlements	To maintain a legitimate database of human settlement and even waiting lists	BSD-32	Number of reviewed beneficiary waiting list on informal settlements, Housing and Sites	2 reviews made on beneficiary waiting list on informal settlements, Housing and Sites	Reviewing beneficiary waiting list on informal settlements, Housing and Sites	Jun-18	Operational	Director: Community and Social Services	NA	N/A	1 reviewed beneficiary waiting list on informal settlement, Housing and Sites	Notice and report signed by the HOD
Town Planning	To encourage the appropriate and effective use of land and resources	BSD-33	Number of Tribunal seatings conducted	N/A	Tribunal seatings	Biannual	Operational	Director: Community and Social Services	N/A	1 Tribunal seating conducted	1 Tribunal seating conducted	Attendance registers

KPA - 2 MUNICIPAL TRANSFORMATION AND ORGANIZATIONAL DEVELOPMENT

IDP PRIORITY	IDP OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/2018 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	QUARTERLY TARGETS				MEANS OF VERIFICATION
										1ST (Jul - Sept)	2ND (Oct - Dec)	3RD (Jan - Mar)	4th (Apr - Jun)	
Skills Development		MTD-01	Number of EE Plan & Policy developed	1 EE Plan & 1 Policy	1 Employment equity plan & 1 policy developed	Development of the Employment Equity plan and Policy	Mar-18	Operational	Municipal Manager	N/A	Draft EE Plan & Policy developed and approved	Submission of the EE Plan & Policy to the Depart. Of Labour	N/A	Approved EE Plan and Policy; proof of subm. to Depart. Of Labour
Skills Development		MTD-02	Midplace skills plan reviewed and submitted to the LG Seta	Completed Work Place Skills Plan	Work place skills plan reviewed and submitted to the LG Seta	Review and submission of the Work Place skills Plan	Jun-18	Operational	Municipal Manager	N/A	N/A	N/A	Review Work Place Skills Plan and proof of submission to the LG Seta	Reviewed Work Place Skills Plan and proof of submission to the LG Seta
Skills Development		MTD-03	% of staff trained as per the Work Place Skills Plan	Officials & Councilors trained as per the WSP	100% staff trained as per the Work Place Skills Plan	Training of officials and Councilors	Quarterly	Operational	Municipal Manager	Conduct trainings and submit report	Conduct trainings and submit report	Conduct trainings and submit report	Conduct trainings and submit report	4 Training reports signed by HOD
Skills Development	To provide appropriate training to HODs and Councilors in the municipality	MTD-04	Number of trainings conducted for Oversight members	N/A	1 training conducted for Oversight members	Preparation of training	Mar-18	Operational	Municipal Manager	N/A	N/A	1 training conducted for Oversight members	N/A	Attendance Registers
Human Resources Development		MTD-05	Number of employees wellness program conducted	1 employee wellness program conducted	1 Employee wellness Program conducted	Employee wellness programme	Dec-17	Operational	Municipal Manager	N/A	1 Employee Wellness Program conducted	N/A	N/A	Report signed by HOD
Human Resources Development		MTD-06	2017/2018 Organizational structure reviewed and approved by Council	1 organizational structure	Organizational structure reviewed and approved by Council	Review and approval of the Organizational structure	Sep-17	Operational	Municipal Manager	N/A	N/A	Organizational structure reviewed and approved by Council	N/A	Approved organizational structure and Council resolution
Human Resources Development		MTD-07	Number of HR Policies reviewed - aligned with Reg 3011 and approved by Council	22 policies developed	22 HR Policies reviewed and approved by Council	Review of the HR Policies	Sep-17	Operational	Municipal Manager	22 Policies reviewed and approved by Council	N/A	22 Policies reviewed and approved by Council	N/A	Council Resolution
Health and Safety	To ensure a healthy and safe working environment for councilors and employees	MTD-08	Number of Health and Safety Committee Meetings conducted	N/A	4 Health and Safety Committee Meetings conducted	Preparation of the Health and Safety Committee Meetings	Quarterly	Operational	Municipal Manager	1 Health and Safety Committee Meeting conducted	1 Health and Safety Committee Meeting conducted	1 Health and Safety Committee Meeting conducted	1 Health and Safety Committee Meeting conducted	Attendance Registers
Labour Relations	To promote fair Labour Practices	MTD-09	Number of Local Labour Forum meetings conducted	12 meetings	12 Local Labour Forum meetings conducted	Preparation of local labour forum meetings	Monthly	Operational	Municipal Manager	3 Local Labour Forum meeting conducted	3 Local Labour Forum meeting conducted	3 Local Labour Forum meeting conducted	3 Local Labour Forum meeting conducted	Attendance Registers
Information Technology	To provide an integrated ICT system that will ensure safety of information	MTD-10	ICT Strategic Planning reviewed and approved	N/A	ICT Strategic Planning reviewed and approved	Reviewing and approval of the Strategic Planning	Sep-17	Operational	Municipal Manager	Reviewing and approval of the Strategic Planning	N/A	N/A	N/A	Council Resolution & Reviewed ICT Strategic Planning
Information Technology	To provide an integrated ICT system that will ensure safety of information	MTD-11	IT Framework reviewed and approved	N/A	IT Framework reviewed and approved	Reviewing and approval of the IT Framework	Sep-17	Operational	Municipal Manager	Reviewing and approval of the IT Framework	N/A	N/A	N/A	Council Resolution & Reviewed IT Framework

Information Technology	To provide an integrated ICT system that will ensure safety of Information	MTD-12	Number of ICT Policy reviewed and approved	1 ICT Policy	1 ICT Policy reviewed and approved	Review and approval of the ICT Policy	Mar-16	Operational	Municipal Manager	N/A	Review and approval of the ICT policy	N/A	ICT Policy and Council resolution	
Information Technology	To provide an integrated ICT system that will ensure safety of Information	MTD-13	Supply of ICT Hardware and Softwares	N/A	MSCOA ICT systems operate effectively	MSCOA ICT Compliance requirements	Jul-17	Operational	Municipal Manager	MSCOA ICT system start to operate effective	N/A	N/A	Delivering of ICT Hardware's and Softwares	
IDP PRIORITY	IDP OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/2018 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	1ST (Jul - Sept)	2ND (Oct - Dec)	3RD (Jan - Mar)	4th (Apr - Jun)	MEANS OF VERIFICATION
Local Economic Development	To create employment opportunities in Maslonyana Municipal Area, based on projects and programmes outlined in the IDP and Back to Basics document.	LED-01	Number of jobs created on EPWP	65 jobs created on EPWP	65 jobs created on EPWP	Signing of contracts	Sep-17	R1,000000	Director Infrastructure and Technical Services	65 contracts signed	N/A	N/A	N/A	Signed Contracts
Local Economic Development	To create employment opportunities in Maslonyana Municipal Area, based on projects and programmes outlined in the IDP and Back to Basics document.	LED-02	Draft LED Strategy reviewed and submitted to Council for adoption	LED Strategy	Draft LED Strategy reviewed and submitted to Council for adoption	Review of the LED Strategy	Sep-17	Operational	Municipal Manager	N/A	N/A	N/A	Review of the Draft LED Strategy and submit to Council for adoption	Draft Reviewed LED Strategy
Local Economic Development	To create employment opportunities in Maslonyana Municipal Area, based on projects and programmes outlined in the IDP and Back to Basics document.	LED-03	Number of updated vendor databases	Vendor Database	1 Updated vendor database	Updating of the vendor database	Sep-17	Operational	Municipal Manager	1 Vendor Database updated	N/A	N/A	N/A	Invitation to update & Updated Database of all vendors
Local Economic Development	To create employment opportunities in Maslonyana Municipal Area, based on projects and programmes outlined in the IDP and Back to Basics document.	LED-04	Number of reports prepared on the implementation of the LED Strategy	2 reports	4 Reports prepared on the implementation of the LED Strategy	Preparation of reports on the implementation of the LED Strategy	Quarterly	Operational	Municipal Manager	1 Report prepared on the implementation of the LED Strategy	1 Report prepared on the implementation of the LED Strategy	1 Report prepared on the implementation of the LED Strategy	1 Report prepared on the implementation of the LED Strategy	4 Reports signed by the MM
KPA - 4 MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT														
IDP PRIORITY	IDP OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/18 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	1st (Jul - Sept)	2nd (Oct - Dec)	3rd (Jan - Mar)	4th (Apr - Jun)	MEANS OF VERIFICATION
Budget	To adhere to all budget regulations	FVM-01	Number of budget related policies reviewed and approved by Council	13 Policies: Municipal Property Rates Policy Budget Policy Indigent Policy Fixed Assets Management Policy Social Investment Policy Credit Policy Debt Collection Policy Supply Chain Management Policy, Reviewed Using all Financials Wasteful Policy Bad debt write-off Policy, Policy Governing Creditors and Councilors and Grants, Subsidies and Loans Policy, Events after Reporting date Policy and	13 Budget related Policies list Reviewed and Approved by Council	Review and approval of the Budget related Policies	Jun-17	Operational	CFO	N/A	N/A	N/A	Review & Approval of 15 policies by Council	Council resolution approving the 10 policies

Budget	To adhere to all budget regulations	FVM-02	Complied consolidated & approved municipal budget for 2017/2018 financial year	Approved budget	1 Final compiled Consolidated & approved municipal budget for 2017/2018 financial year	Draft budget inputs consolidated into Final Municipal Budget	Jun-17	Operational	CFO	N/A	N/A	Draft Budget approved by Council for 2017/2018 financial year	Council resolution	
Budget	To adhere to all budget regulations	FVM-03	Consolidated and approved budget adjustment	Approved budget adjustment	1 Council consolidated and approved budget adjustment	Consolidation of inputs from departments to prepare budget adjustment	Feb-18	Operational	CFO	N/A	N/A	Consolidated and approved budget adjustment	Council Resolution	
Budget	To adhere to all budget regulations	FVM-04	Prevention of Unauthorised, irregular, fruitless and wasteful expenditure report	UI Register	4 Reports submitted on prevention of unauthorised, irregular, fruitless and wasteful expenditure	Preparation of reports	Quarterly	Operational	CFO	1 Report submitted on prevention of unauthorised, irregular, fruitless and wasteful expenditure	1 Report submitted on prevention of unauthorised, irregular, fruitless and wasteful expenditure	1 Report submitted on prevention of unauthorised, irregular, fruitless and wasteful expenditure	4 Reports signed by the CFO	
Budget	To adhere to all budget regulations	FVM-05	Number of submitted applications from NERSA for electricity tariff increases	1 application approved	1 submitted application form to NERSA for electricity tariff increases	Preparation of the electricity tariff application	Mar-18	Operational	CFO	N/A	N/A	Submission of the electricity tariff application to NERSA	Application letter	
IDP PRIORITY	IDP OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/18 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	QUARTERLY TARGETS			MEANS OF VERIFICATION	
Budget	To adhere to all budget regulations	FVM-06	Number of VAT returns submitted to SARS	12 VAT returns submitted	12 VAT returns submitted to SARS	Completion of VAT returns & submission to SARS	Monthly	Operational	CFO	3 VAT returns submitted to SARS	3 VAT returns submitted to SARS	3 VAT returns submitted to SARS	3 VAT returns submitted to SARS	Statement of accounts
Revenue Management	To ensure that the municipality has effective revenue collection system consistent with applicable regulations and the municipality's debt and credit control policy	FVM-07	Developed, updated and approved indigent register	1 Updated and approved indigent register	Developed updated and approved indigent register	Indigent registration & verification	Jun-18	Operational	CFO	N/A	N/A	Develop, update and approve indigent register	Indigent register & council resolution	
Revenue Management	To ensure that the municipality has effective revenue collection system consistent with applicable regulations and the municipality's debt and credit control policy	FVM-08	Number of campaigns on registering indigents	1 Campaign conducted on registering indigents	1 Campaign on registering indigents	Campaign hosted on registering indigents	Mar-18	Operational	CFO	N/A	N/A	1 Campaign hosted for registering indigents	Indigent report signed by the CFO	
Revenue Management	To ensure that the municipality has effective revenue collection system consistent with applicable regulations and the municipality's debt and credit control policy	FVM-09	Percentage of revenue collected increased	Currently collection rate is 48%	75% Collection rate achieved	Increasing revenue collection rate to 75%	Jun-18	Operational	CFO	N/A	N/A	75% collection rate achieved	Detailed report on revenue collected	
Revenue Management	To ensure that the municipality has effective revenue collection system consistent with applicable regulations and the municipality's debt and credit control policy	FVM-10	Compiled Supplementary Valuation roll for approval	1 Supplementary valuation roll	1 Supplementary valuation roll compiled for approval	Development of the supplementary valuation roll	Mar-18	Operational	CFO	N/A	N/A	Compile supplementary valuation roll	Approved Supplementary valuation roll	
Asset Management	To manage, control and maintain all municipal assets according to GRAP requirements; MFMA regulations and good assets management practices	FVM-11	Number of Asset updates conducted on the Fixed Asset Register	Fixed Asset Register	4 Asset updates conducted on the Fixed Asset Register	Updating asset register to ensure compliance with GRAP	Quarterly	Operational	CFO	1 Asset Update conducted on the FAR	1 Asset Update conducted on the FAR	1 Asset Update conducted on the FAR	1 Asset Update conducted on the FAR	Additions Register & WIP

Asset Management	To manage, control and maintain all municipal MFMA regulations and good assets management practices	FVM-12	Number of inventory counts conducted	2 inventory counts	2 inventory counts conducted	Inventory counts and identification of damage or obsolete inventory	Jun-18	Operational	CFO	N/A	N/A	1 Inventory count	1 Inventory count	Inventory count sheet
Expenditure	To have effective and efficient expenditure management processes and systems	FVM-13	Payment of creditors within 30 days	530 number of creditors paid	Creditors paid within 30 days	Preparation of reports	Quarterly	Operational	CFO	Payment of creditors within 30 days	Payment of creditors within 30 days	Payment of creditors within 30 days	Payment of creditors within 30 days	Creditors payment report
Expenditure	To have effective and efficient expenditure management processes and systems	FVM-14	Number of EMP201 returns submitted to SARS timeously	12 EMP 201 returns submitted	12 EMP201 returns submitted to SARS timeously	Completion of EMP201 returns & submission to SARS	Monthly	Operational	CFO	3 EMP201 returns submitted to SARS timeously	3 EMP201 returns submitted to SARS timeously	3 EMP201 returns submitted to SARS timeously	3 EMP201 returns submitted to SARS timeously	Statement of accounts
Expenditure	To have effective and efficient expenditure management processes and systems	FVM-15	Payment of salaries on the 28th day of each month	12 months salaries paid	12 monthly salaries paid on the 28th day of each month	Payment of salaries each month	Monthly	Operational	CFO	3 Bank statements submitted	3 Bank statements submitted	3 Bank statements submitted	3 Bank statements submitted	Bank statements
Supply Chain Management	To implement proper supply chain protocols in compliance with the MFMA legislation	FVM-16	Number of reports on SCM implementation of the SCM policy prepared	4 SCM reports on implementation of the policy	4 reports on SCM implementation of the SCM policy prepared	Preparation of the SCM implementation reports on the SCM policy	Quarterly	Operational	CFO	1 SCM report prepared	1 SCM report prepared	1 SCM report prepared	1 SCM report prepared	4 reports on SCM Policy implementation
IDP PRIORITY	IDP OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/2018 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	QUARTERLY TARGETS				MEANS OF VERIFICATION
Supply Chain Management	To implement proper supply chain protocols in compliance with the MFMA legislation	FVM-17	Percentage of tenders concluded within 90 days	Conclude all the advertised tenders within 90 days	100% of tenders concluded within 90 days	Appointment of successful bidders within 90 days	Quarterly	Operational	CFO	100% tenders concluded within 90 days	100% tenders concluded within 90 days	100% tenders concluded within 90 days	100% tenders concluded within 90 days	Contract register
Supply Chain Management	To implement proper supply chain protocols in compliance with the MFMA legislation	FVM-18	Number of reports completed on the Performance of Service Providers	Service provider performance report	4 Reports completed on the Performance of Service Providers	Completion of Reports	Quarterly	Operational	CFO and all HOD's	1 Report compiled on the Performance of Service Providers	1 Report compiled on the Performance of Service Providers	1 Report compiled on the Performance of Service Providers	1 Report compiled on the Performance of Service Providers	4 Reports
Reporting	To ensure that financial & non-financial performance reporting is in line with applicable legislations	FVM-19	Completed & submitted 2016/2017 AFS	1 set of AFS for 2016/2017	Completed & submitted 2016/2017 AFS	Compilation & submission of 2016/2017 AFS	Aug-17	Operational	CFO	2016/2017 AFS submitted	N/A	N/A	N/A	Acknowledgment of receipt from the AG's office
Reporting	To ensure that financial & non-financial performance reporting is in line with applicable legislations	FVM-20	Complete Section 71 Report & submissions to National & Provincial Treasury (Financial Inform)	Monthly Section 71 & submissions to National & Provincial Treasury (Financial Inform)	Completed Section 71 & submission to National & Provincial Treasury (Financial Inform)	Preparation & consolidation of financial performance information into section 71 reports	Monthly	Operational	CFO	3 reports submitted to National Treasury	4 reports submitted to National Treasury	5 reports submitted to National Treasury	6 reports submitted to National Treasury	Acknowledgment of receipt from the National Treasury
Reporting	To ensure that financial & non-financial performance reporting is in line with applicable legislations	FVM-21	Completed Mid Year Assessment Report (Sec. 72) & submission to National & provincial Treasury (Financial Inform)	Mid-year assessment report developed for 2016/2017 financial year	Completed Mid Year Assessment Report (Sec. 72) & submission to National & provincial Treasury (Financial Inform)	Preparation & consolidation of financial performance information into Mid Year Assessment Report	Jan-18	Operational	CFO	N/A	N/A	Complete Mid Year Assessment Report (S72) and submit to National and Prov. Treasury	N/A	Mid-Year Assessment report signed by the Mayor
Reporting	To ensure that financial & non-financial performance reporting is in line with applicable legislations	FVM-22	Development of the Audit Action Plan	Audit Action developed for 2016/2017	Audit Action Plan developed for 2016/2017 financial year	Development of the Audit Action Plan for 2016/2017	Jun-18	Operational	CFO	N/A	N/A	Develop audit action plan and table before Council	Report to management and Council about Progress of the AAP	Council Resolution and AAP
Reporting	To ensure that financial & non-financial performance reporting is in line with applicable legislations	FVM-23	Number of MFMA Compliance checklist updated	MFMA Compliance Checklist	4 MFMA Compliance Checklists updated	Updating of the MFMA compliance checklist by all Directorates	Quarterly	Operational	CFO & MM	1 Update of MFMA compliance checklist	1 Update of MFMA compliance checklist	1 Update of MFMA compliance checklist	1 Update of MFMA compliance checklist	4 MFMA Compliance Checklists

Roads and Storm-water	municipality, thus implementing the current Infrastructure Master Plan	BSD-13	Number of potholes repaired at Brandfort	Potholes repaired at Brandfort	40 potholes repaired at Brandfort	Repairing of potholes at Brandfort	Mar-18	Operational	Director: Infrastructure & Technical Services	N/A	20 potholes repaired at Brandfort	20 potholes repaired at Brandfort	N/A	Report signed by the HOD of potholes repaired
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IDP PRIORITY	IDP OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/2018 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	QUARTERLY TARGETS				MEANS OF VERIFICATION
										1st (Jul - Sep)	2nd (Oct - Dec)	3rd (Jan - Mar)	4th (Apr - Jun)	
Roads and Storm-water	To ensure that identified internal roads in Maslonyana area are maintained and / or upgraded to facilitate economic and social activity required for the development of the municipality; thus implementing the current Infrastructure Master Plan	BSD-14	Number of kms of Block paving road and storm water constructed at Brandfort	N/A	1 km Block paving road and storm water constructed at Brandfort	Construction of the block paving road and storm water	Jun-18	R4,313,454.20 MIG	Director: Infrastructure & Technical Services	Appointment of the Consultant	Contractor Appointed and 10% Progress Report	Closeout report and completion certificate	N/A	Closeout report and completion certificate
Roads and Storm-water	To ensure that identified internal roads in Maslonyana area are maintained and / or upgraded to facilitate economic and social activity required for the development of the municipality; thus implementing the current Infrastructure Master Plan	BSD-15	Number of kms of soil road to block paving road constructed at Masilo (phase 2)	N/A	1 km soil road to block paving road constructed at Masilo (phase 2)	Construction of the block paving road	Jun-18	R8,415,176.75 MIG	Director: Infrastructure & Technical Services	200m of the Road Constructed	1km of Road Constructed	Closeout report and completion certificate	N/A	Progress report and expenditure report
Roads and Storm-water	To ensure that identified internal roads in Maslonyana area are maintained and / or upgraded to facilitate economic and social activity required for the development of the municipality; thus implementing the current Infrastructure Master Plan	BSD-16	Number of progress reports prepared on kms of lined storm water channels constructed at Masilo	N/A	4 reports prepared on 3.5km lined storm water channel constructed at Masilo	Construction of storm water channel	Quarterly	R2544*152.00 MIG	Director: Infrastructure & Technical Services	New Constructor Appointed to complete the Project	700m of Storm Water Constructed	3.5km of Stormwater Constructed	Closeout report and completion certificate	Closeout report and completion certificate
Sanitation	To ensure that 100% of households in formal settlements in Maslonyana area have access to basic level of sanitation by 2019	BSD-17	Number of reports prepared on sanitation repairs on blockages and spillages in all municipal towns	Sanitation repairs done	4 reports prepared on sanitation repairs on blockages and spillages in all municipal towns	Blockages and spillages repaired	Quarterly	Operational	Director: Infrastructure & Technical Services	1 Quarterly report of sanitation repairs on blockages and spillages	1 Quarterly report of sanitation repairs on blockages and spillages	1 Quarterly report of sanitation repairs on blockages and spillages	1 Quarterly report of sanitation repairs on blockages and spillages	4 Reports signed by the HOD
Electricity	To ensure that 100% of households in Maslonyana Municipal area have access to electricity by 2020	BSD-18	Number of progress reports for electricity maintenance and repairs of Thausissen, Brandfort, Winburg and Verkeerdvlei	All electricity repairs and maintenance done	4 progress reports prepared on electricity maintenance and repairs of Thausissen, Brandfort, Winburg, and Verkeerdvlei	Repairing all electrical faults	Quarterly	Operational	Director: Infrastructure & Technical Services	1 Progress report for all electrical maintenance and repairs	1 Progress report for all electrical maintenance and repairs	1 Progress report for all electrical maintenance and repairs	1 Progress report for all electrical maintenance and repairs	4 Progress reports signed by the HOD
Infrastructure	To ensure access to well maintained, quality sporting and parks & recreational facilities in Maslonyana Municipal area	BSD-19	Construction of sports centre at Brandfort	Parameter wall, addition block, tennis court, running track and playground completed	Brandfort Sports centre constructed	Construction of the sports centre	Sep-17	MIG	Director: Infrastructure & Technical Services	Closeout report and completion certificate	N/A	N/A	N/A	Closeout report and completion certificate

Reporting	To ensure that financial & non-financial performance reporting is in line with applicable legislations	FYM-24	Number of reports submitted on the distribution losses (water & electricity)	12 reports supporting amount disclosed in the AFS (AFS distribution losses 22 200 407 water losses and R16 635 257 electricity losses)	12 reports submitted on the distribution losses (water & electricity)	Fix meters that are broken and intergate billing variance reports and meter card to identify meters that are not working	Monthly	Operational	CFO& Director Infrastructure	3 reports	3 reports	3 reports	3 reports	12 Distribution losses report
KPA - 5 GOOD GOVERNANCE AND PUBLIC PARTICIPATION														
Performance Management	IPD OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/2018 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	QUARTERLY TARGETS				MEANS OF VERIFICATION
	To ensure there is a performance driven institutional culture in Maslonyana	GG-01	Reviewed & Approved PMS policy & framework	1 PMS Policy & Framework approved	PMS Policy & Framework reviewed and approved	Review and approval of the PMS Policy & Framework	Sep-17	Operational	Municipal Manager	1st (Jul - Sept)	2nd (Oct - Dec)	3rd (Jan - Mar)	4th (Apr - Jun)	Reviewed PMS policy and Council Resolution
Performance Management	To ensure there is a performance driven institutional culture in Maslonyana	GG-02	Number of signed Accountability Agreements by employees below S56 managers for 2016/2017 financial year	N/A	25 signed Accountability Agreements by Employees below S56 managers	Preparation and signing of Acc. Agreement by Middle Managers, Practitioners, Coordinators and Officers	Sep-17	Operational	Municipal Manager	25 AAs signed	N/A	N/A	N/A	Signed Accountability Agreements
Performance Management	To ensure there is a performance driven institutional culture in Maslonyana	GG-03	SDSIP 2017/18 approved by the Mayor within 28 days after approval of the Budget and IDP	Approved 2017/2018 SDSIP	SDSIP 2017/18 approved by the Mayor within 28 days after approval of the Budget and IDP	Development of the Municipal SDSIP for 2017/18	Jun-17	Operational	Municipal Manager	Final SDSIP submitted to Council for approval	N/A	N/A	N/A	2017/18 SDSIP approved by Council
Performance Management	IPD OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	2017/18 BASELINE	ANNUAL TARGET	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	QUARTERLY TARGETS				MEANS OF VERIFICATION
	To ensure there is a performance driven institutional culture in Maslonyana	GG-04	Number of Performance Reports prepared and approved by Council	3 Quarterly Performance reports	4 Performance reports prepared and approved by Council	Preparation and Submission of Performance reports	Quarterly	Operational	Municipal Manager	1st (Jul - Sept)	2nd (Oct - Dec)	3rd (Jan - Mar)	4th (Apr - Jun)	Reports signed by the MM and the Mayor
Performance Management	To ensure there is a performance driven institutional culture in Maslonyana	GG-05	Annual report submitted and approved by Council	Annual Report 2016/2017 financial year	Annual report for 2016/2017 compiled and submitted to the AG and other relevant stakeholders	Preparation of the Annual Report for 2016/2017	Jun-18	Operational	Municipal Manager	Prepare draft Annual Report and submit to AG and other relevant stakeholders	N/A	Submit Draft Annual Report to Council for approval	Submit Final Annual Report to Council for approval	Council Resolution and proof of submission to relevant departments
Public Participation	To improve community participation in the affairs of the municipality.	GG-06	Number of community participations conducted on IDP	1 Community participations conducted	2 Community Participations conducted on IDP	Conduct IDP Community participations	Bi-annually	Operational	Municipal Manager	N/A	N/A	1 Community participation to source for community needs	1 Community participation for presenting Draft IDP	Attendance registers
Integrated Development Plan	To ensure a developmentally planned institution in line with the requirements of local government laws and regulations	GG-07	Number of institutional plans developed and approved by Council	1 approved IDP for 2017/2018 financial year	1 IDP Document for 2016/2018 developed and approved by Council	Preparation of the IDP	Jun-17	Operational	Municipal Manager	N/A	N/A	Draft IDP submitted to Council	Final IDP submitted to Council for approval	Council Resolution
Integrated Development Plan	To ensure a developmentally planned institution in line with the requirements of local government laws and regulations	GG-08	2017/2018 IDP/PMS and Budget Time line developed and approved by Council	2016/2017 IDP/PMS and Budget Time Line Schedule	2017/2018 IDP/PMS and Budget Time line schedule developed and approved by Council	Preparation of the IDP/PMS and Budget Time line schedule	Sep-17	Operational	Municipal Manager	Development and submission of 2017/2018 IDP/PMS and Budget Time line schedule for approval by Council	N/A	N/A	N/A	Time line Schedule and Council Resolution
Risk Management	To ensure the MLM operates clear of anticipated risks of maladministration, fraud and corruption	GG-09	Annual Risk Assessment register developed for 2017/18	Annual risk assessment register for 2017/2018	Annual risk assessment register developed for 2017/2018	Development of the Annual risk assessment register	Sep-17	Operational	Municipal Manager	Development of the Annual risk assessment register	N/A	N/A	N/A	Risk assessment register
Risk Management	To ensure the MLM operates clear of anticipated risks of maladministration, fraud and corruption	GG-10	Number of risk assessments monitored	4 risk assessment monitored	4 risk assessments monitored	Monitoring of risk assessments	Quarterly	Operational	Municipal Manager	1 risk assessments monitored	1 risk assessments monitored	1 risk assessments monitored	1 risk assessments monitored	4 Progress reports

Risk Management	To ensure the MLM operates clear of anticipated risks of maladministration, fraud and corruption	GG-11	Number of Risk Management Committee Meetings held	Preparation of the Risk Management Committee Meetings	Quarterly	Operational	Municipal Manager	1 Risk Management Committee Meeting held	1 Risk Management Committee Meeting held	1 Risk Management Committee Meeting held	1 Risk Management Committee Meeting held	4 Attendance registers of the Risk Management Committee
Risk Management	To ensure the MLM operates clear of anticipated risks of maladministration, fraud and corruption	GG-12	Number of risks workshops conducted to municipal employees on risks management processes	Preparation of the risks workshops	Quarterly	Operational	Municipal Manager	N/A	1 risk workshop conducted on risks management processes to municipal employees	1 risk workshop conducted on risks management processes to municipal employees	1 risk workshop conducted on risks management processes to municipal employees	2 Attendance registers
Risk Management	To ensure the MLM operates clear of anticipated risks of maladministration, fraud and corruption	GG-13	Number of risk & Fraud strategic documents reviewed and approved by Council	Review and approval of the risk & Fraud strategic documents	Sep-17	Operational	Municipal Manager	Review and approve the risk & fraud strategic documents	N/A	N/A	N/A	Risk & Fraud strategic documents, minutes and register of Risk Committee meeting, Council resolution
IDP PRIORITY	IDP OBJECTIVES	KPI NUMBER	KEY PERFORMANCE INDICATOR	SPECIFIC PROJECT/ PROGRAMME	DELIVERY TIME FRAME	PROJECT BUDGET	PROJECT DRIVER	QUARTERLY TARGETS				MEANS OF VERIFICATION
Risk Management	To ensure the MLM operates clear of anticipated risks of maladministration, fraud and corruption	GG-14	Annual fraud risk register developed 2017/2018	Development of the annual fraud risk register	Sep-17	Operational	Municipal Manager	Development of the Annual fraud risk register	N/A	N/A	N/A	Annual fraud risk register
Internal Audit	Improve internal controls for clean administration purposes by continuous implementation of policies and legislation	GG-15	Number of Audit & Performance committee meetings held	Preparation of Audit & Performance Committee Meetings	Quarterly	Operational	Municipal Manager	1 Audit & Performance committee meeting held	1 Audit & Performance committee meeting held	1 Audit & Performance committee meeting held	1 Audit & Performance committee meeting held	4 Attendance registers of the Audit & Performance Committee meetings
Internal Audit	Improve internal controls for clean administration purposes by continuous implementation of policies and legislation	GG-16	Number of internal audit reports prepared on the implementation of the Annual risk based Internal Audit Plan	Preparation of the Internal Audit reports	Quarterly	Operational	Municipal Manager	1 Internal Audit report prepared on the implementation of the Annual risk based Internal Audit Plan	1 Internal Audit report prepared on the implementation of the Annual risk based Internal Audit Plan	1 Internal Audit report prepared on the implementation of the Annual risk based Internal Audit Plan	1 Internal Audit report prepared on the implementation of the Annual risk based Internal Audit Plan	4 Audit Reports submitted by IA
Back to Basics	To ensure an effective system of municipal governance in line with applicable legislation	GG-17	Number of Back to Basics reports prepared	Preparation of the B2B reports	Quarterly	Operational	Municipal Manager	N/A	1 B2B report prepared	1 B2B report prepared	1 B2B report prepared	2 B2B reports
Communications	To ensure an effective system of municipal governance in line with applicable legislation	GG-18	Number of Communication Strategic documents reviewed and approved	Preparation of communication strategic documents	Quarterly	Operational	Municipal Manager	N/A	N/A	N/A	Review and approval of the communication strategic documents	2 Communication strategic documents

CONCLUSION

The SDBIP is a vital monitoring tool for the Mayor and Council to monitor in year performance of the Municipal Manager and for the Municipal to monitor the performance of all Managers in the Municipality within the financial year. This enables the Mayor and Municipal Manager to be pro-active and take remedial steps in the event of poor performance. The SDBIP aims to ensure that Managers are problem-solvers, who routinely look out for unanticipated problems and resolve them as soon as possible. The SDBIP also enables the Council to monitor the performance of the Municipality against quarterly targets on Service Delivery.

