



**MASILONYANA LOCAL MUNICIPALITY
SERVICE DELIVERY AND BUDGET
IMPLEMENTATION PLAN FOR
2020/2021**

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INTRODUCTION

The Strategic direction of Masilonyana Local Municipality undertaken is well documented in the Municipality's five year Integrated 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 Service Delivery Budget Implementation Plan (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 Integrated 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 53(1) (c) (ii). Which the Mayor must approve within 28 days after the budget was approved.

MUNICIPAL MANAGER'S QUALITY CERTIFICATE

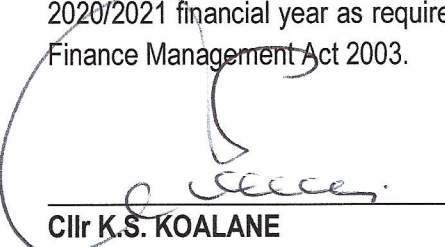
I P.S. TSEKEDI.....in my capacity as the Municipal Manager of Masilonyana Local Municipality submit this Service Delivery Budget Implementation Plan for 2020/2021 financial year for approval by the Honourable Mayor. The SDBIP has been prepared in terms of section 69(3) stipulated requirements as documented in the Local Government Municipal Finance Management Act of 2003.


P.S. TSEKEDI

2020/07/14
DATE

HONOURABLE MAYOR'S APPROVAL

I K.S. KOALANE..... in my capacity as the Mayor of Masilonyana Local Municipality hereby approve the Service Delivery and Budget Implementation Plan (SDBIP) for the 2020/2021 financial year as required in terms of section 53 (1) (c) (ii) of the Local Government Municipal Finance Management Act 2003.


Cllr K.S. KOALANE

14/07/2020
DATE

**QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS
AND PERFORMANCE INDICATORS FOR EACH VOTE**

FS181 Masilonyana - Supporting Table SA30 Budgeted monthly cash flow

MONTHLY CASH FLOWS		Budget Year 2020/21												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Cash Receipts By Source																
Property rates	3 182	2 820	3 580	3 451	2 892	3 122	2 800	2 658	2 065	2 152	2 085	1 615	1 615	32 243	47 234	52 917
Service charges - electricity revenue	1 172	1 230	1 267	1 061	1 117	1 068	1 072	1 530	2 067	1 061	1 317	(1 660)	(1 660)	12 403	18 162	20 354
Service charges - water revenue	2 872	2 030	2 767	2 261	2 017	2 568	2 572	2 430	2 567	2 651	2 817	(1 590)	(1 590)	27 412	40 143	44 988
Service charges - sanitation revenue	1 157	1 597	1 462	1 662	1 455	1 307	1 557	1 597	1 362	1 062	1 255	(1 332)	(1 332)	14 142	20 710	23 210
Service charges - refuse revenue	900	869	928	948	978	940	865	821	689	536	778	(874)	(874)	8 196	12 005	13 465
Rental of facilities and equipment	21	12	8	4	14	7								174	146	152
Interest earned - external investments	146	22	18	16	32	68								527	552	577
Interest earned - outstanding debtors	240	252	271	257	224	221								2 785	4 076	4 571
Dividends received	-	-	8	-	-	-								0	8	8
Fines, penalties and credits	21	21	21	21	21	21								416	435	455
Licences and permits	-	-	-	-	-	-								-	-	-
Agency services	52 140	2 400	450	53	300	37 935	13	250	37 905					131 350	140 671	150 213
Transfer receipts - operational														332	270	283
Other revenue		41				18	23	13								
Cash Receipts by Source	61 852	11 345	10 779	9 744	9 067	47 250	8 712	9 862	46 892	7 721	8 476	(1 511)	(1 511)	229 990	284 413	311 182
Other Cash Flows by Source																
Transfer receipts - capital	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions) & Transfers and subsidies - capital (in-kind - all)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Short term loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/financing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Increase (decrease) in consumer deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Increase (decrease) in non-current debtors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Receipts by Source	61 852	11 345	10 779	9 744	9 067	47 250	8 712	9 862	46 892	7 721	8 476	(1 511)	(1 511)	229 990	284 413	311 182
Cash Payments by Type																
Employee related costs	8 693	8 693	8 693	8 693	8 693	8 693	8 693	8 693	8 693	8 693	8 693	13 737	13 737	109 364	114 487	119 753
Remuneration of councillors	124	124	124	124	124	124	124	124	124	124	124	124	124	1 491	2 042	1 979
Finance charges	-	-	-	-	-	-	-	-	-	-	-	-	-	1 546	1 617	1 681
Bulk purchases - Electricity	3 542	3 542	3 542	3 542	3 542	3 542	3 542	3 542	3 542	3 542	3 542	(11 458)	(11 458)	27 500	34 300	33 906
Bulk purchases - Water & Sewer	377	377	377	377	377	377	377	377	377	377	377	377	377	4 520	4 728	4 945
Other materials	100	100	100	100	100	100	100	100	100	100	100	100	100	1 164	1 538	1 234
Contracted services	1 819	1 819	1 819	1 819	1 819	1 819	1 819	1 819	1 819	1 819	1 819	(2 181)	(2 181)	17 832	22 826	20 078
Transfers and grants - other municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	1 045	1 093	1 143
Transfers and grants - other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other expenditure	1 798	1 798	1 798	1 798	1 798	1 798	1 798	1 798	1 798	1 798	1 798	1 798	1 798	21 574	17 474	17 241
Cash Payments by Type	16 453	16 453	16 453	16 453	16 453	16 453	16 453	16 453	16 453	16 453	16 453	16 453	16 453	186 065	200 104	201 970
Other Cash Flows/Payments by Type																
Capital assets	3 471	3 471	3 471	3 471	3 471	3 471	3 471	3 471	3 471	3 471	3 471	3 962	3 962	42 140	37 177	38 079
Repayment of borrowing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Cash Flows/Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Payments by Type	19 923	19 923	19 923	19 923	19 923	19 923	19 923	19 923	19 923	19 923	19 923	19 923	19 923	228 205	237 282	241 049
NET INCREASE/(DECREASE) IN CASH HELD	41 928	(8 578)	(9 144)	(10 179)	(10 856)	27 327	(11 211)	(10 261)	26 969	(12 203)	(11 448)	(10 560)	(10 560)	1 785	47 131	70 133
Cash/cash equivalents at the month/year begin:	780	42 708	34 130	24 966	14 807	3 951	31 278	20 067	9 806	38 775	24 572	13 124	13 124	780	2 565	48 686
Cash/cash equivalents at the month/year end:	42 708	34 130	24 986	14 807	3 951	31 278	20 067	9 806	38 775	24 572	13 124	13 124	13 124	2 565	48 686	118 823

1. Note that this section of Table SA 30 is 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 directly linked to A7.

FS181 Masilonyana - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Vote 1 - Economy and Supporting Infrastructure (municipal revenue and expenditure (municipal vote))																	
Description		Ref	Budget Year 2020/21											Medium Term Revenue and Expenditure Framework			
R thousand			July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
Revenue by Vote			16 256	14 431	14 431	15 531	13 931	13 431	16 256	14 431	14 431	15 531	13 931	22 745	185 335	198 274	209 105
	Vote 1 - Finance & Admin													-	-	-	-
	Vote 2 - Executive & Council													-	-	-	-
	Vote 3 - Community and Social Services													-	-	-	-
	Vote 4 - Internal Audit													-	-	-	-
	Vote 5 - Water Management		2 680	2 971	2 756	2 231	2 214	2 126	2 971	2 756	2 231	2 214	2 126	27 552	54 825	57 347	59 985
	Vote 6 - Waste Water Management			333			333		333			333		26 951	28 284	29 585	30 946
	Vote 7 - Waste Management		4 817					3 317	4 042				3 317	902	16 396	17 150	17 939
	Vote 8 - Energy Sources		5 120	5 707				10 704			1 625			1 649	24 805	25 946	27 139
	Vote 9 - Planning and Development													-	-	-	-
	Vote 10 - Sports & Recreation													-	-	-	-
	Vote 11 - Road Transport													-	-	-	-
	Vote 12 - Health													-	-	-	-
	Vote 13 - Housing.													-	-	-	-
	Vote 14 - Public Safety													-	-	-	-
	Vote 15 - Finance & Admin 2													-	-	-	-
Total Revenue by Vote			28 874	23 442	17 187	17 762	16 478	29 578	23 602	17 187	18 287	18 078	19 374	88 497	318 343	336 265	354 805
Expenditure by Vote to be appropriated																	
	Vote 1 - Finance & Admin		3 894	4 094	2 294	1 969	1 694	2 985	2 894	4 094	2 294	969	3 694	17 944	48 821	73 637	70 092
	Vote 2 - Executive & Council		3 207	1 807	3 207	3 407	2 807	2 867	3 207	1 807	3 207	3 407	2 807	(12 817)	18 924	18 678	23 608
	Vote 3 - Community and Social Services		1 413	1 061	1 261	1 565	921	822	1 413	1 061	1 261	865	1 321	(6 261)	6 698	2 691	2 577
	Vote 4 - Internal Audit		112	107	150	98	102	92	112	107	150	98	102	(103)	1 126	-	-
	Vote 5 - Water Management		167	167	167	167	167	167	167	167	167	167	167	41 878	43 719	38 783	38 237
	Vote 6 - Waste Water Management		219	289	289	289	257				224	289	257	23 648	25 471	6 895	26 091
	Vote 7 - Waste Management		1 053	1 122	1 823	1 064	1 659	886	1 053	1 122	1 823	1 064	1 659	(4 011)	10 316	18 655	2 285
	Vote 8 - Energy Sources		2 680	1 971	1 756	2 231	1 214	2 126	2 680	1 971	1 756	2 231	1 214	73 846	95 673	100 074	104 677
	Vote 9 - Planning and Development		1 330	1 680	1 330	1 862	1 654	1 956	1 330	1 680	1 330	762	1 654	(13 213)	3 314	7 370	263
	Vote 10 - Sports & Recreation		2 817	2 942	2 117	1 926	2 216	2 317	2 817	2 942	2 117	1 926	2 216	(24 030)	2 327	2 566	13 419
	Vote 11 - Road Transport		1 758	1 643	954	1 153	1 755	1 221	758	1 143	954	953	755	8 320	21 369	23 717	23 586
	Vote 12 - Health		221	200	211	1 356	201	189	221	200	211	1 356	201	(4 569)	-	-	-
	Vote 13 - Housing.													1 483	1 483	-	-
	Vote 14 - Public Safety		758	943	954	953	755	221	758	143	954	953	755	(5 715)	2 433	1 912	1 946
	Vote 15 - Finance & Admin 2													34 678	34 678	36 677	36 062
Total Expenditure by Vote			19 630	18 005	16 224	18 041	15 403	15 851	17 412	16 416	16 448	15 041	16 803	131 078	316 353	331 039	343 459
Surplus/(Deficit) before assoc.			9 243	5 436	962	(279)	1 075	13 727	6 190	770	1 839	3 037	2 571	(42 582)	1 990	5 226	11 347
Taxation														-	-	-	-
Share of surplus/ (deficit) of associate														-	-	-	-
Surplus/(Deficit)			9 243	5 436	962	(279)	1 075	13 727	6 190	770	1 839	3 037	2 571	(42 582)	1 990	5 226	11 347
1														-	-	-	-

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

check

-41 016 990

-37 004 089

-38 833 015

ALIGNMENT WITH MUNICIPAL IDP

KPA NO:	KPA	OUTCOME	IDP STATÉGIC OBJECTIVE	IDP PRIORITY
KPA 1	Basic Service Delivery	100% of access to basic level of water for formal settlements households Water infrastructure required to enable achievement of the strategic objective as measured in terms of the performance targets in this 5-year IDP. The percentage of households earning less than R1, 200 per month with access to free basic services	To ensure 100% of households in all formal settlement(s) around Masilonyana have access to clean (basic level) of water by July 2020	Water
		Repairing of tarred roads, Paving and re-gravelling of roads in accordance with the targets and projects indicated in the MTAS.	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	Municipal Roads and Storm-Water

			infrastructure Master Plan	
		100% of households in formal settlements have access to basic level of sanitation Sanitation infrastructure required to enable achievement of the strategic objective as measured in terms of the performance targets in the MTAS.	To ensure 100% of households in formal settlements in Masilonyana area have access to basic level of sanitation by 2020	Sanitation
		100% of households in formal areas with access to electricity by 2020	To ensure 100% of households in Masilonyana Municipal area have access to electricity by 2020	Electricity Reticulation
		Maximum spending on MIG projects	To ensure that financial & nonfinancial performance reporting is in line with applicable legislation	Reporting
		Adequate provision for, safe and well maintained sport and recreational facilities, as measured in terms of the targets set for the programmes and	To ensure access to well maintained, quality sporting and parks & recreational facilities in Masilonyana Municipal area	Sports, Parks and Recreational Facilities

		projects in the MTAS and IDP		
		Total of 4 landfill sites are licensed, and 3 landfill sites to be upgraded. 100% of households with access to refuse removal and service is at acceptable national standards. 100% of households in informal areas have access to refuse removal at acceptable national standards.	To ensure good waste management in Masilonyana Municipality	Waste Management
		Adequate provision for traffic management and parking, as measured in terms of the targets set for programmes and project in the IDP. Adequate provision made for maintenance of traffic signs and speed humps	To ensure effective law enforcement management in Masilonyana Municipal area	Traffic & Parking(Law Enforcement)
		Educating communities on the impact of fire, veld fires, & droughts	To coordinate and manage the disaster related issues with relevant stakeholders and	Disaster Management

			capacitating communities and learners on disaster management	
		Continuous maintenance of municipal buildings	To ensure that building regulations are adhered	Building & Maintenance
		Creation of world standard towns & cities by reducing informal settlements	To maintain legitimate database of human settlement and even waiting lists	Human Settlements
		To implement SDF & LUS in accordance and compliance with SPLUMA	To encourage the appropriate and effective use of land and resources	Town Planning
KPA 2	Municipal Transformation and Organisational Development	Sustainable and continuous reports on HR development	To provide appropriate Human Resources to support all Directorates in the Municipality	Human Resources Development
		Continuous Monitoring and Evaluation of Health and Safety committees	To ensure a healthy and safe working environment for Councillors and Employees	Health and Safety
		Number of LLF meetings conducted	To promote fair Labour Practices	Labour Relations
		Effective Fleet Management	To ensure an efficient and effective Fleet Management System	Fleet

		Reviewed and approval of the ICT Framework and policies	To provide an integrated ICT system that will ensure safety of information	Information Technology
KPA3	Local and Rural Economic Development	(Number of) Employment opportunities created through EPWP initiatives	To create employment opportunities in Masilonyana Municipal Area, based projects and programmes outlined in the IDP and Back to Basics document	EPWP
		(Number of) Employment opportunities created through targeted IDP projects		LED
KPA4	Financial Viability and Management	Policies reviewed, monitored, evaluated and approved by Council	To adhere to all budget regulations	Budget
		Developed, updated and approved indigent register	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
		An updated asset register compliant with GRAP	To manage, control and maintain all municipal assets according to MFMA regulations and good assets management practices	Assets Management

		Constant payment of creditors within prescribed timeframe	To have effective and efficient expenditure management processes and systems	Expenditure
		Number of reports on SCM implementation of the SCM policy prepared	To implement proper supply chain protocols in compliance with the MFMA legislation	Supply Chain Management
KPA5	Good Governance and Public participation	Reviewed organizational PMS policy & framework	To ensure there is a performance driven institution culture in Masilonyana	Performance Management System
		Number of community participations conducted on IDP	To improve community participation in the affairs of the municipality	Public Participation
		Final submission of IDP document at the end of May for council approval	To ensure a developmentally oriented planning institution in line with the requirements of local government laws and regulations	Integrated Development Plan
		Risk assessment register	To ensure MLM operates clear of anticipated risks of maladministration, fraud and corruption	Risk Management

		Internal audit reports on the implementation of the annual risk based Internal Audit Plan submitted to A & PC	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	Administration and Legal

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.

2020/2021 MASLONYANA LOCAL MUNICIPALITY :SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

KPI NUMBER	IDP PRIORITY	IDP OBJECTIVES	MEANS OF VERIFICATION AND EVIDENCE	KEY PERFORMANCE INDICATOR	UNIT OF MEASUREMENT	PROJECT NAME	PROJECT BUDGET	ANNUAL TARGET YEAR 2020/2021	QUARTERLY TARGETS				PROJECT DRIVER
									1st (Jul - Sept)	2nd (Oct - Dec)	3rd (Jan - Mar)	4th (Apr - Jun)	
BSD-41	Sanitation	To ensure that 100% of households in formal settlement in Maslonyana area have access to basic level of sanitation by 2020	Signed Report by the HOD of the Brandon Refurbishment of two sewer pump stations	Monthly Reports of Brandon Refurbishment of the two sewer pump stations by 30 June 2021	Refurbishment of two sewer pump stations by 30 June 2021	Brandon Refurbishment of the two sewer pump stations	Grant (WSG)	12	3	3	3	3	Director: Infrastructure & Technical Services
BSD-42			Signed Report by the HOD on sanitation reports on blockages and spillages in all municipal towns	Quarterly Reports prepared on sanitation reports on blockages and spillages in all municipal towns by 30 June 2021	Number of reports prepared on sanitation reports on blockages and spillages in all municipal towns by 30 June 2021	Blockages and Spillages Reported	Operational	4	1	1	1	1	Director: Infrastructure & Technical Services
BSD-43			Signed Report by the HOD and practical completion certificate	Monthly Reports of Brandon/Majemswau Fencing of the waste water treatment works by 31 December 2020	Fencing of the waste water treatment works by 31 December 2020	Brandon/Majemswau-Fencing of Waste Disposal Site	Grant (MIG)	6	3	3	0	0	Director: Infrastructure & Technical Services
BSD-44	Water	To ensure that 100% of households in formal settlement in Maslonyana area have access to clean (basic level) of water by June 2020	Signed Report by HOD of Winburg Refurbishment of three sewer pump station and waste water treatment plant	Monthly Reports Winburg Refurbishment of the three sewer pump stations and waste water treatment plant by 31 December 2020	Refurbishment of the three sewer pump stations and waste water treatment plant by 31 December 2020	Winburg Refurbishment of the three sewer pump stations and waste water treatment plant	Grant (WSG)	6	3	3	0	0	Director: Infrastructure & Technical Services
BSD-45			Approved Water Services Development Plan (WSDP) and final completion certificate of construction	Development of Water Services Development Plan (WSDP) by 30 September 2020	Development and implementation of Water Services Development Plan (WSDP) 30 September 2020	Water Services Development Plan (WSDP)	Operational	1	1	0	0	0	Director: Infrastructure & Technical Services
BSD-46			Signed Report by the HOD, Closeout report and final completion certificate of construction of the Vereedsdewi water reticulation and house connections for 317 units	Monthly reports on construction of the Vereedsdewi water reticulation and house connections for 317 units by 30 March 2021	Installation of Pipelines for Water Reticulation and House Connections for 317 units at Vereedsdewi by 30 March 2021	Installation of Pipeline for Water Reticulation	Grant (MIG)	9	3	3	3	3	Director: Infrastructure & Technical Services
BSD-47	Water	To ensure that 100% of households in formal settlement in Maslonyana area have access to clean (basic level) of water by June 2020	Signed Report by the HOD on Water Quality Monitoring	Quarterly Water Quality Monitoring Reports by 30 June 2021	Number of Water Quality Monitoring Reports by 30 June 2021	Water Quality	Operational	4	1	1	1	1	Director: Infrastructure & Technical Services
BSD-48			Signed Report by HOD on Brandon / Majemswau Refurbishment of Water Pump Stations and three Raw Water Treatment Works	Monthly Reports of Brandon/Majemswau Refurbishment of the Water Treatment Works and three Raw Water Pump Stations by 30 June 2021	Refurbishment of Brandon/Majemswau Water Treatment Works and three Raw Water Pump Stations by 30 June 2021	Refurbishment of Water Treatment Works and three Raw Water Pump Stations	Grant (MIG)	12	3	3	3	3	Director: Infrastructure & Technical Services
BSD-49			Signed Report by HOD on Construction of clear water pipeline from Seebing reservoir to Winburg reservoir	Quarterly Reports for Phase 1 Refurbishment of Winburg Water Treatment Works by 30 June 2021	Number of Clear water pipeline from Seebing reservoir to Winburg reservoirs constructed by 30 June 2021	Winburg-Construction of Clear Water Pipeline	R 120 000 000.00 (R60G)	4	1	1	1	1	Director: Infrastructure & Technical Services
BSD-49	Water	To ensure that 100% of households in formal settlement in Maslonyana area have access to clean (basic level) of water by June 2020	Signed Report by the HOD, Closeout report and completion certificate	Monthly Report for 2 zonal and 4 bulk water meters installed for Thuissem/Mailo by 31 December 2020	Number of zonal and bulk water meters installed for Thuissem/Mailo by 31 December 2020	Thuissem/Mailo-Domestic Water Meters	R233 400.00(MIG)	6	3	3	0	0	Director: Infrastructure & Technical Services
BSD-11			Signed Report by the HOD on Vereedsdewi/Tshepong Upgrading of the oxidation ponds	Monthly Reports on Vereedsdewi/Tshepong Upgrading of the oxidation ponds by 30 June 2021	Number of Vereedsdewi/Tshepong Upgrading of the oxidation ponds by 30 June 2021	Vereedsdewi/Tshepong Upgrading of the oxidation ponds	Grant (MIG)	12	3	3	3	3	Director: Infrastructure & Technical Services
BSD-12			Signed by the HOD, Closeout report and completion certificate	Monthly Report 3 of zonal and 3 bulk water meters installed at Brandon/ Majemswau by 30 December 2020	Number of Zonal and Bulk Water Meters installed at Brandon/ Majemswau by 30 December 2020	Brandon/ Majemswau-Domestic Water Meters	R270 150.00(MIG)	6	3	3	0	0	Director: Infrastructure & Technical Services
BSD-13	Municipal Roads and Storm water	To ensure that identified, internal roads in Maslonyana area are maintained and/or upgraded to facilitate economic and social development of the municipality, thus implementing the current infrastructure Master Plan	Signed Report by the HOD, Closeout report and completion certificate	Monthly Report of 3 zonal water and 8 bulk water meters installed for Winburg/ Vereedsdewi by 30 December 2020	Number of zonal water meters installed at Winburg/ Vereedsdewi by 30 September 2020	Winburg / Vereedsdewi-Domestic Water Meters	R465 621.00(MIG)	6	3	3	0	0	Director: Infrastructure & Technical Services
BSD-14			Signed Report by the HOD of Roads repaired	Quarterly Report of Grading of 5km Roads at Thuissem by 30 June 2021	Number of Roads repaired at Thuissem by 30 June 2021	Thuissem-Roads Repairs	Operational	4	1	1	1	1	Director: Infrastructure & Technical Services
BSD-15			Signed Report by the HOD of Roads repaired	Quarterly Report of Grading of 5km Roads at Winburg by 30 June 2021	Number of Roads repaired at Winburg by 30 June 2021	Winburg-Roads Repairs	Operational	4	1	1	1	1	Director: Infrastructure & Technical Services
BSD-16	Local and Rural Economic Development	To create employment opportunities in Maslonyana Municipality in line with IDP projects and programmes outlined in the IDP and Back to Basics Document.	Signed Report by the HOD of Roads repaired	Quarterly Report of Grading of 5km Roads at Brandon by 30 June 2021	Number of Roads repaired at Brandon by 30 June 2021	Brandon-Roads Repairs	Operational	4	1	1	1	1	Director: Infrastructure & Technical Services
BSD-17			Signed Report by HOD, Closeout report and completion certificate	Quarterly report of 3.5m lined storm water channel constructed at Mailo by 30 September 2020	Number of progress reports prepared on 3.5m lined storm water channel constructed at Mailo by 30 September 2020	Mailo-Construction of 3.5 storm Water Channel	Grant (MIG)	2	2	0	0	0	Director: Infrastructure & Technical Services
BSD-18			40 Signed Contracts	40 jobs Created on EPWP by 30 September 2020	Number of jobs created on EPWP by 30 September 2020	EPWP Jobs Created	R1 000 000.00(Public Works)	40	40	0	0	0	Director: Infrastructure and Technical Services
BSD-19	Electricity Reticulation	To ensure that 100% of households in Maslonyana Municipality have access to electricity by 2020	Signed Report by the HOD of electricity maintenance and repairs of Thuissem, Brandon, Winburg, and Vereedsdewi signed by the HOD	Quarterly reports prepared on electricity maintenance and repairs of Thuissem, Brandon, Winburg, and Vereedsdewi by 30 June 2021	Number of progress reports for electricity maintenance and repairs of Thuissem, Brandon, Winburg, and Vereedsdewi by 30 June 2021	Replacing Electrical Faults	Operational	4	1	1	1	1	Director: Infrastructure & Technical Services
BSD-20			Signed Report by the HOD, Closeout report and completion certificate of construction of sports centre at Vereedsdewi	Monthly Reports on Construction of Sports Facility at Vereedsdewi by 30 December 2020	Number of reports on Construction of Sport Facility at Vereedsdewi by 30 December 2020	Vereedsdewi-Construction of Sports Center	Grant (MIG)	6	3	3	0	0	Director: Infrastructure & Technical Services
BSD-21			Signed Report by the HOD, Closeout report and completion certificate of specialized waste removal vehicle	Procurement of 1 specialized waste removal vehicle by 30 June 2021	Number of Specialized Waste Removal Vehicles by 30 June 2021	Specialized Vehicle for Waste management	Grant (MIG)	4	1	1	1	1	Director: Infrastructure and Technical Services
BSD-22	Waste Management	To ensure that 100% of households in Maslonyana Municipality have access to electricity by 2020	Signed Reports by the Accounting officer and Acknowledgement of receipt by COOFA	Monthly Financial MIG-reports submitted to COOFA by 30 June 2021	Number of MIG reports prepared and submitted to COOFA by 30 June 2021	MIG Reports	Operational	12	3	3	3	3	Director: Infrastructure & Technical Services
BSD-23			Signed Reports by the Accounting officer and Acknowledgement of receipt by Public Works and reports	Monthly EPWP Reports prepared and submitted to Public Works by 30 June 2021	Number of EPWP reports prepared and submitted to Public Works by 30 June 2021	EPWP Reports	Operational	12	3	3	3	3	Director: Infrastructure & Technical Services
BSD-24			Signed Reports by the HOD on Departmental Risk Register	Quarterly Report on progress made to address identified risks by 30 June 2021	Number of Quarterly progress report on departmental risk register by 30 June 2021	Departmental Risk Register	Operational	4	1	1	1	1	Director: Infrastructure & Technical Services
BSD-25	Internal Audit	To ensure that 100% of households in Maslonyana Municipality have access to electricity by 2020	Signed Reports by the HOD to address internal audit findings	Quarterly Report on progress made to address internal audit findings by 30 June 2021	Number of Quarterly report to address internal audit findings by 30 June 2021	Internal Audit findings	Operational	4	1	1	1	1	Director: Infrastructure & Technical Services

KEY PERFORMANCE AREA 1: BASIC SERVICE DELIVERY

KPI NUMBER	IDP PRIORITY	IDP OBJECTIVES	MEANS OF VERIFICATION AND EVIDENCE	KEY PERFORMANCE INDICATOR	UNIT OF MEASUREMENT	PROJECT NAME	PROJECT BUDGET	ANNUAL TARGET YEAR 2020/2021	1st (Jul - Sept)	2nd (Oct - Dec)	3rd (Jan - Mar)	4th (Apr - Jun)	PROJECT DRIVER
BSD-26	Sports, Parks and Recreational Facilities	To ensure access to well maintained, quality sporting and parks & recreational facilities in Masekanya Municipal area	Signed Reports by the HOD on the maintenance of Parks and recreational facilities	Monthly Reports on Maintenance of Parks and recreational facilities by 30 June 2021	Number of reports prepared on maintenance of Parks and recreational facilities in all municipal towns	Maintenance of Parks and Recreational Facilities	Operational	12	3	3	3	3	Director: Social and Community Services
BSD-27	Waste Management	To ensure good waste management in Masekanya Municipality	Approved Integrated Waste Management Plan and Council Resolution	Development of an Integrated Waste Management Plan by 30 June 2021	Number of Environmental Legislative tools developed	Development of an Integrated Waste Management Plan	Operational	1	0	0	0	1	Director: Social and Community Services
BSD-28			Signed Reports by the HOD on Households Waste Removal	Monthly reports made on Households waste Removal by 30 June 2021	Number of reports prepared on Households waste removal made	Households Waste Removal	Operational	12	3	3	3	3	Director: Social and Community Services
BSD-29	Cemeteries	To ensure effective management of graveyards and cemeteries in Masekanya Municipal area	Signed Reports by the HOD on Cemeteries	Monthly Reports on Maintenance of cemeteries by 30 June 2021	Number of report prepared on Maintenance of Cemeteries	Maintenance of Cemeteries	Operational	12	3	3	3	3	Director: Social & Community Services
BSD-30	Traffic and Parking (Law Enforcement)	To ensure effective law enforcement in Masekanya Municipal area	Signed Reports by the HOD on Law Enforcement	Quarterly Report on Law Enforcement, actions taken in terms of NRTA National Road Traffic Act no 83 of 1995 by 30 June 2021	Number of Quarterly law enforcement reports prepared and submitted inclusive of warrants, unroadworthy cars and unlicensed drivers	Law Enforcement Reports	Operational	4	1	1	1	1	Director: Social & Community Services
BSD-31			Signed Reports by the HOD on Environmental Compliance Inspection Conducted	Environmental compliance inspections conducted by June 2021	Number of Environmental compliance inspections conducted	Environmental Law enforcement	Operational	2	0	0	1	1	Director: Social & Community Services
BSD-32			Invitation, Signed Attendance registers and minutes of Meetings conducted for Local Disaster Advisory Forum	Quarterly Meetings conducted for Local Disaster Advisory Forum by 30 June 2021	Number of meetings conducted for Local Disaster Advisory Forum	Local Disaster Advisory Forum Meetings	Operational	4	1	1	1	1	Director: Social & Community Services
BSD-33	Disaster Management	To coordinate and manage disaster related issues with relevant stakeholders and capacitating communities and learners on disaster management	Reviewed and approved of Disaster Management Plan and Council Resolution	Review of the Disaster Management Plan 30 January 2021	Review of the Disaster Management Plan	Disaster Management Plan	Operational	1	0	0	1	0	Director: Social & Community Services
BSD-34			Invitation, Signed Attendance Registers and Reports signed by the HOD on Disaster Management Campaigns Conducted in all Municipal Towns	Monthly Campaigns Conducted on Structural Fire, Vaid fire and drought at schools, clinics and community by 30 June 2021	Number of disaster management awareness campaigns conducted in all municipal towns	Disaster Management Awareness Campaigns	Operational	3	3	3	1	1	Director: Social & Community Services
BSD-35	Building & Maintenance	To ensure that building regulations are adhered	Signed report by the HOD on Repairs and Maintenance of Buildings in all Municipal Towns	Monthly Reports prepared on Repairs and Maintenance of Buildings in all Municipal Towns by 30 June 2021	Number of reports prepared on repairs and maintenance of buildings in all municipal towns	Maintenance of Municipal Buildings	Operational	12	3	3	3	3	Director: Social & Community Services
BSD-36	Human Settlement	To maintain a legitimate database of human settlement and even waiting lists	Attendance Register and Notice	Quarterly awareness roadshows for the Registration National Needs-Housing Register by 30 June 2021	Number of awareness roadshows on the registration on the National Housing Needs Register	National Housing Needs Register	Operational	4	1	1	1	1	Director: Social & Community Services
BSD-37			Register of Sites and Notice	Review of Abandoned Sites for all Towns by June 2021	Review of Abandoned Sites for all Towns	Review of Abandoned Sites	Operational	2	1	0	0	1	Director: Social & Community Services
BSD-38	Town Planning	To encourage the appropriate and effective use of land and resources	Approved Inspection reports	Land-use inspections conducted	Number of land-use site inspections conducted	SPLUMA Implementation	Operational	12	3	3	3	3	Director: Social & Community Services
BSD-39			Invitation, Attendance registers and Minutes Tribunal sealings conducted	Quarterly Tribunal Sealings conducted by 30 June 2021	Number of Tribunal sealings conducted	Tribunal Sealings	Operational	4	1	1	1	1	Director: Social & Community Services
BSD-40	Risk Management	To ensure the M.M operates clear of anticipated risks of maladministration, fraud and corruption	Progress Reports on Departmental Risk Register	Quarterly updates on the departmental risk register by 30 June 2021	Number of Quarterly updates on the departmental risk register	Departmental Risk Register	Operational	4	1	1	1	1	Director: Community and Social Services
BSD-41	Internal Audit	Improve internal controls for clean administration purposes by continuous implementation of policies and legislation	Reports signed by the HOD to address internal audit findings	Quarterly updates on the internal audit findings by 30 June 2021	Number of Reports on Progress made to address internal audit findings	Internal Audit Findings	Operational	4	1	1	1	1	Director: Community and Social Services

KEY PERFORMANCE AREA - 2 MUNICIPAL TRANSFORMATION AND ORGANIZATIONAL DEVELOPMENT

KPI NUMBER	IDP PRIORITY	IDP OBJECTIVES	MEANS OF VERIFICATION AND EVIDENCE	KEY PERFORMANCE INDICATOR	UNIT OF MEASUREMENT	PROJECT NAME	PROJECT BUDGET	ANNUAL TARGET 2020/2021	QUARTERLY TARGETS				PROJECT DRIVER
									1st (Jul - Sep)	2nd (Oct - Dec)	3rd (Jan - Mar)	4th (Apr - Jun)	
MTD-01	Human Resources Development	To provide appropriate Human Resources to support all Directorates in the municipality	Approved EE Plan and Policy & proof of submission to Dept. Of Labour	Review of Employment Equity Plan & Policy by 31 January 2021	Employment Equity Plan & Policy developed by January 2021	Employment Equity Plan and Policy	Operational	2	0	0	0	0	Corporate Director
MTD-02			Reviewed Work Place Skills Plan and proof of submission to the LG Sata	Review of Work Place Skills Plan and submit to the LG Sata by 30 April 2021	Workplace skills plan reviewed and submitted to the LG Sata by April 2021	Work Place Skills Plan	Operational	2	0	0	1	1	Corporate Director
MTD-03			Officials and Councillors trained as per Work Skills Plan and report signed by the HOD	Quarterly Findings facilitated as per Work Skills Plan by 30 June 2021	Number of trainings coordinated as per Work Skills Plan by 30 June 2021	Training for officials and Councillors	Operational	4	1	1	1	1	Corporate Director
MTD-04			Maintenance Registers and Notice of Trainings	Training conducted for Oversight Members by 31 March 2021	Trainings conducted for Oversight Members by 31 March 2021	Training for Oversight Members	Operational	1	0	0	1	0	Corporate Director
MTD-05	Human Resources Development	To provide appropriate Human Resources to support all Directorates in the municipality	Signed Report by the HOD and Notice	Prepare an Annual Employee Wellness Program by 31 October 2020	Facilitate an Annual Employee Wellness Programme by October 2020	Employee Wellness Programme	Operational	1	0	1	0	0	Corporate Director
MTD-06			Signed Report by HOD, Notice and Attendance Registers	Conduct Employee Wellness Programs for Matlonyana Local Municipality by 30 November 2020	Number of Employee Wellness programmes conducted by 30 November 2020	Employee Assistance Programs	Operational	2	0	2	0	0	Corporate Director
MTD-07			Signed Report by the HOD and Signed Contracts	Quarterly Report on students and staff within Matlonyana Local Municipality by 30 June 2021	Number of Students receiving support and services within Matlonyana Local Municipality by 30 June 2021	Experiential Training	Operational	4	1	1	1	1	Corporate Director
MTD-08			Signed Report by the HOD and Signed Contracts	Report on EPWP appointments made by 30 September 2020	Number of Jobs Created as per EPWP 30 September 2020	EPWP Jobs	EPWP	40	0	40	0	0	Corporate Director
MTD-09	Labour Relations	To ensure a healthy and safe working environment for Councillors and Employees	Approved organizational structure and Council resolution	202/022 Organizational structure reviewed and approved by Council by 30 June 2021	202/022 Organizational structure reviewed and approved by Council by 30 June 2021	Organizational Structure	Operational	1	0	0	0	1	Corporate Director
MTD-10			Approved HR Policies and Council Resolution	HR Policies reviewed and approved by Council by 31 December 2021	Number and list of HR Policies reviewed and approved by Council	HR Policies	Operational	22	0	1	0	0	Corporate Director
MTD-11			Attendance Registers, Notice and Minutes of Meeting Health and Safety Committee	Quarterly Health and Safety Committee Meetings and activities conducted by 30 June 2021	Number of Health and Safety Committee Meetings and activities conducted by 30 June 2021	Health and Safety Committee Meetings	Operational	4	1	1	1	1	Corporate Director
MTD-12			Signed Report by the HOD of Health and Safety Incidents	Monthly Health and Safety Incidents Report by 30 June 2021	Number of Health and Safety Incidents Report	Incidents Report	Operational	12	3	3	3	3	Corporate Director
MTD-13	Labour Relations	To promote fair Labour Practices	Attendance Registers, Notice of the Meeting and Minutes of the Meeting	Monthly Local Labour Forum meetings conducted by 30 June 2021	Number of Local Labour Forum meetings conducted with reports by 30 June 2021	Local Labour Forum Meetings	Operational	12	3	3	3	3	Corporate Director
MTD-14			Signed Report by the HOD and Register of Cases of Labour Relations	Monthly Labour Relations cases by 30 June 2021	Number of Labour Relations cases	Labour Relations Cases	Operation	12	3	3	3	3	Corporate Director
MTD-15			Signed Report by the HOD on Legal Matters	Monthly Reports on Legal Matters by 30 June 2021	Number of Reports on Legal matters	Legal Services Reports	Operational	12	3	3	3	3	Corporate Director
MTD-16			Signed Council Agendas and minutes of the Meeting and Attendance Register	Council meetings by 30 June 2021	Number of signed Agendas and minutes and attendance registers	Council Meetings	Operational	6	2	1	2	1	Corporate Director
MTD-17	Information Technology	To provide an integrated ICT system that will ensure safety of information	ICT Strategic Planning & Council Resolution	Redevelopment of the ICT Strategic Planning by 31 December 2020	ICT Strategic Planning reviewed and approved by 31 December 2020	Development of the ICT Strategic Planning	Operational	1	0	1	0	0	Corporate Director
MTD-18			ICT Framework & Council Resolution	IT Framework Redevelopment by 31 December 2020	IT Framework reviewed and approved by 31 December 2020	Development of the IT Framework	Operational	1	0	1	0	0	Corporate Director
MTD-19			ICT Policy and Council Resolution	ICT Policy reviewed and approved by 31 December 2020	ICT Policy reviewed and approved	Review and Approval of ICT Policy	Operational	1	0	1	0	1	Corporate Director
MTD-20			Signed Report by HOD of Installation ICT Software to all Computers	Installation of Software to all Computers by 31 December 2020	Installation of Software	ICT Software	Operational	1	0	1	0	0	Corporate Director
MTD-21	Risk Management	To ensure the M.M operates clear of anticipated risks of maladministration, fraud and corruption	Signed Reports by the HOD on Departmental Risk Register	Quarterly Report on progress made to address identified risks by 30 June 2021	Number of Quarterly progress report on departmental risk register	Departmental Risk Register	Operational	4	1	1	1	1	Corporate Director
MTD-22	Internal Audit	Improve internal controls for clean administration purposes by continuous implementation of internal Audit findings	Signed Reports by the HOD to address internal Audit findings	Quarterly Report on progress made to address internal Audit Findings by 30 June 2021	Number of Quarterly progress reports to address internal audit findings	Internal Audit Findings	Operational	4	1	1	1	1	Corporate Director

KEY PERFORMANCE AREA 3: LOCAL AND RURAL ECONOMIC DEVELOPMENT

KPI NUMBER	IDP PRIORITY	IDP OBJECTIVES	MEANS OF VERIFICATION AND EVIDENCE	KEY PERFORMANCE INDICATOR	UNIT OF MEASUREMENT	PROJECT NAME	PROJECT BUDGET	ANNUAL TARGET YEAR	QUARTERLY TARGETS				PROJECT DRIVER
									1ST (Jul - Sep)	2ND (Oct - Dec)	3RD (Jan - Mar)	4th (Apr - Jun)	
LED-01	Local and Rural Economic Development	To create employment opportunities in Masilonyana Municipal Area, based on IDP and Back to Basics document.	Invitation and Attendance Register to update Database of all vendors	Updated vendor database by 30 June 2021	Number of updated vendor databases by 30 June 2021	Vendor Database	Operational	1	0	0	0	1	LED Manager
LED-02			Signed Reports by the HOD of Implementation of LED Strategy	Monthly Reports prepared on the implementation of the LED Strategy by 30 June 2021	Number of reports prepared on the implementation of the LED Strategy	Implementation of the LED Strategy	Operational	12	3	3	3	3	LED Manager
LED-03	Risk Management	To ensure the M.M operates clear of anticipated risks of maladministration, fraud and corruption	Progress Reports on Departmental Risk Register	4 Quarterly progress report on departmental risk register by 30 June 2021	Report on Progress made to address identified risks	Departmental Risk Register	Operational	4	1	1	1	1	LED Manager
LED-04	Internal Audit	Improve internal controls for clean administration purposes by continuous implementation of policies and legislation	Reports to address internal audit findings	4 Quarterly progress report to address internal audit findings by 30 June 2021	Report on Progress made to address internal audit findings	Internal Audit Findings	Operational	4	1	1	1	1	LED Manager

KEY PERFORMANCE AREA - 4 MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

KPI NUMBER	DP PRIORITY	DP OBJECTIVES	MEANS OF VERIFICATION AND EVIDENCE	KEY PERFORMANCE INDICATOR	UNIT OF MEASUREMENT	PROJECT NAME	PROJECT BUDGET	ANNUAL TARGET YEAR 2023-2024	QUARTERLY TARGETS				PROJECT OWNER
									1st Qu.	2nd Qu.	3rd Qu.	4th Qu.	
									Jan	Feb	Mar	Jun	
PWM-01	Budget	To adhere to all budget regulations	Approved 14 Policies and Council Resolution: Municipal Property Rates Regulation, Municipal Property Rates Regulation, Municipal Property Rates Policy, Fixed Assets Management, Policy, Cash Management & Investment Policy, Support, Change Management Policy, Unauthorised Unpaid Fines and Penalties Policy, Municipal Property Rates Policy, Councils and Officials Subsidies and Travel Policy, Events after Reporting Sale Policy and Procedure Manual/Venue Policy	Review and approval of the 14 Budget related Policies by 30 June 2021	Number of budget related policies reviewed and approved by Council by 30 June 2021	Review and Approval of Budget and Budget related Policies	Operational	14	0	0	0	14	CFO
PWM-02			Draft budget inputs consolidated and Final Budget adopted by 30 June 2021	Completed consolidated & approved municipal budget for 2021/2022 financial year	Operational	2	0	0	1	1	CFO		
PWM-03			Consolidation of input from departments and approval of the budget by 31 January 2021	Budget Adjustment	Operational	1	0	0	1	0	CFO		
PWM-04			Quarterly Reports completed on completion of unauthorised expenditure by 30 June 2021	Prevention of Unauthorised Expenditure Report	Operational	4	1	1	1	1	CFO		
PWM-05			Application form to NERSA for electricity tariff increase by 28 February 2021	Preparation of Electricity Tariff Application	Operational	1	0	0	1	0	CFO		
PWM-06			Monthly VAT returns submitted to SARS by 30 June 2021	Completion of VAT returns & submission to SARS	Operational	12	3	3	3	3	CFO		
PWM-07			Updated Indigent register by 30 June 2021	Indigent Registration and Verification	Operational	4	1	1	1	1	CFO		
PWM-08			Cancellation on registering indigents by 30 June 2021	Indigent Registration	Operational	1	0	0	0	1	CFO		
PWM-09			Quarterly Reports on increased revenue collected & Bank Statement	Increased Revenue Collection	Operational	4	1	1	1	1	CFO		
PWM-10	Revenue Management	To ensure that the municipality that effective revenue regulations and the municipality's debt and credit control policy	Approved general valuation/supplementary valuation by 30 June 2021	General Valuation / Supplementary Valuation report signed by 30 June 2021	Development of general valuation roll by 30 June 2021	General Supplementary Valuation roll	Operational	4	1	1	1	1	CFO
PWM-11				Quarterly Reports on updating assets and liabilities on the 30 June 2021	Number of Asset updates registered by 30 June 2021	Assets Register & WIP	Operational	4	1	1	1	1	CFO
PWM-12				Inventory count sheet	Number of inventory counts completed by 30 June 2021	Inventory counts and identification of management issues	Operational	2	0	1	0	1	CFO
PWM-13	Fixed	To ensure an efficient and effective Fixed Asset Management System	Signed Report by the CFO on Municipal Fixed Assets Register	Fixed Assets Register by 30 June 2021	Number of Fixed Assets registered by 30 June 2021	Fixed Assets Register	Operational	12	3	3	3	3	CFO
PWM-14				Signed Report by the CFO on Conditions of Sale and Bank Statement	Number of Conditions of Sale signed by 30 June 2021	Conditions of Sale Report	Operational	4	1	1	1	1	CFO
PWM-15				ENR201 returns & Statements of Accounts	Number of ENR201 returns submitted to SARS monthly by 30 June 2021	ENR201 returns & submissions to SARS	Operational	12	3	3	3	3	CFO
PWM-16	Expenditure	To ensure efficient and effective expenditure management processes and systems	Signed Report by the CFO on Bank statements and summary report signed by the CFO	Payment of salaries on the 28th day of each month by 30 June 2021	Payment of salaries on the 28th day of each month by 30 June 2021	Payment of salaries each month	Operational	12	3	3	3	3	CFO
PWM-17				Monthly Fines and Wasteful Registers signed by the CFO	Preparation of Fines and Wasteful Expenditure registers by 30 June 2021	Fines and Wasteful Expenditure Registers	Operational	12	3	3	3	3	CFO
PWM-18				Payment Reports submitted HR signed by the CFO	Preparation of Payment Reports with 30 June 2021	Payment Reports	Operational	12	3	3	3	3	CFO
PWM-19				Irregular Expenditure Registers signed by the CFO	Preparation of Irregular Expenditure registers by 30 June 2021	Irregular Expenditure Register	Operational	12	3	3	3	3	CFO
PWM-20	Supply Chain Management	To implement proper supply chain controls in compliance with the MFMA legislation	Reports on SCM Policy implementation signed by the CFO	Quarterly SCM Reports on implementation of the SCM policy by 30 June 2021	Number of reports on SCM implementation of the SCM policy by 30 June 2021	SCM Policy implementation	Operational	4	1	1	1	1	CFO
PWM-21				Report to the Accounting Officer within 30 days signed by the CFO	Number of reports on successful tenders within 30 days by 30 June 2021	Appointment of successful tenders within 30 days	Operational	4	1	1	1	1	CFO
PWM-22				Reports on the Performance of Service Providers signed by the CFO	Number of reports completed on the Performance of Service Providers by 30 June 2021	Performance of Service providers	Operational	4	1	1	1	1	CFO
PWM-23				Advisory Committee of receipt from the Accounts Officer	Completion of advisory committee reports by 30 June 2021	Annual Financial Statements 2018/19	Operational	4	1	0	0	0	CFO
PWM-24	Reporting	To ensure that financial & non-financial performance reporting is in line with applicable legislations	Acknowledgement of receipt from the Provincial & National Treasury	Preparation of reports on the performance of the Municipality by 30 June 2021	Preparation of reports on the performance of the Municipality by 30 June 2021	Section 71 Report	Operational	4	1	1	1	1	CFO
PWM-25				Mid-Year Budget and Performance Assessment report signed by the Mayor	Mid-Year Budget and Performance Assessment report signed by the Mayor	Mid-Year Assessment Report	Operational	1	0	0	1	0	CFO
PWM-26	Risk Management	To ensure the MLM operates clear of anticipated risks of maladministration, fraud and corruption purposes by continuous implementation of policies	Quarterly Reports on AIP	Development of the Audit Action Plan for 2019/20 by 31 January 2021	Development of the Audit Action Plan for 2019/20 by 31 January 2021	Audit Action Plan	Operational	1	0	0	1	0	CFO
PWM-27				MFMA Compliance Checklists	Completion of MFMA compliance checklist updated by 30 June 2021	MFMA Compliance Checklist	Operational	4	1	1	1	1	CFO
PWM-28	Internal Audit	To ensure the MLM operates clear of anticipated risks of maladministration, fraud and corruption purposes by continuous implementation of policies	Progress Reports on Operational Risk Register signed by the CFO	Quarterly updates on the operational risk register by 30 June 2021	Number of updates on the operational risk register by 30 June 2021	Operational Risk Register	Operational	4	1	1	1	1	CFO
PWM-29				Internal Audit	Quarterly updates on the Internal audit findings by 30 June 2021	Number of reports on progress made to address internal audit findings by 30 June 2021	Internal Audit Findings	Operational	4	1	1	1	1

KEY PERFORMANCE AREA - 5 GOOD GOVERNANCE AND PUBLIC PARTICIPATION													
KPI NUMBER	IDP PRIORITY	IDP OBJECTIVES	MEANS OF VERIFICATION AND EVIDENCE	KEY PERFORMANCE INDICATOR	UNIT OF MEASUREMENT	PROJECT NAME	PROJECT BUDGET	ANNUAL TARGET 2020/2021	QUARTERLY TARGETS	PROJECT DRIVER			
								1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
GG-01			RMS Policy & Frameworked and Council Resolution	Reviewed & Approved RMS Policy & Framework by 31 December 2020	Review and approval of the RMS Policy & Framework by 31 December 2020	RMS Policy & Framework	Operational	1	0	1	0	Municipal Manager	
GG-02			Signed Performance Agreements and Plans	Signatures of Senior Managers including the Municipal Manager for 2020/2021. Confirmed by 31 July 2020	Number of Signed Performance Agreements and Plans for Senior Managers including the Municipal Manager for 2020/2021 confirmed by 31 July 2020	Performance Agreements and Plans	Operational	1	1	0	0	Municipal Manager	
GG-03			Approved 2020/21 SDGP and Council	SDGP 2020/21 approved by the Mayor within 28 days after approval of the Budget and IDP by 31 July 2020	Development of the Municipal SDGP for 2020/21 by 31 July 2021	Development of the Municipal SDGP for 2020/21	Operational	1	1	0	0	Municipal Manager	
GG-04	Performance Management	To ensure there is a performance driven institutional culture in Masoryana	Records signed by the MM and the Senior Manager including the Municipal Manager. Confirmed and signed off not later than 30 days after the end of each Quarter 2020	Quarterly Performance Assessment for Senior Managers including the Municipal Manager. Confirmed and signed off not later than 30 days after the end of each Quarter 2020	Number of Performance Assessment for Senior Managers including the Municipal Manager Confirmed and signed off not later than 30 days after the end of each Quarter 2020	Performance Reports	Operational	4	1	1	1	Municipal Manager	
GG-05				Annual Performance Report for 2019/20	Annual Performance Report prepared and submitted to AG by 31 August 2020	Annual Performance Reports prepared and submitted to AG by 31 August 2020 for 2019/20 FY	Annual Performance Report	Operational	1	1	0	0	Municipal Manager
GG-06				Council Resolution and proof of submission to relevant departments	Completed and submitted Audited Annual report 2019/20 financial year by March 2021	Audited Annual Report submitted to Provincial Treasury, COGTA and National Treasury by 31 March 2020	Annual Report	Operational	2	0	0	1	Municipal Manager
GG-07			Signed Mid-Term Budget and performance assessment report for 2020/21 Submitted to Mayor, Provincial and National Treasuries	Prepared and submit Signed Mid-Term Budget and performance assessment report for 2020/21 Submitted to Mayor, Provincial and National Treasuries by 25 January 2021	Signed Mid-Term Budget and performance assessment report for 2020/21 Submitted to Mayor, Provincial and National Treasuries by 25 January 2021	Mid-Term Budget and performance assessment report for 2020/21	Operational	1	0	0	1	Municipal Manager	
GG-08	Public Participation	To improve community participation in the affairs of the municipality.	Signed Attendance Registers of Committees	Conduct of IDP Community participations by 30 June 2021	Number of community participations conducted on IDP by 30 June 2021	IDP Community Participations	Operational	2	0	1	1	Municipal Manager	
GG-09	Integrated Development Planning	To ensure a developmentally oriented planning institution in line with the requirements of local government laws and regulations	Approved IDP for 2021/2022 and Council Resolution	Developed and Approved IDP Document for 2021/2022 by 30 June 2020	Number of institutional forums developed and approved by Council by 30 June 2021	IDP Document	Operational	2	0	0	1	Municipal Manager	
GG-10				Time line Schedule and Council Resolution	2021/2022 IDP and Budget Time line developed and approved by Council by 31 August 2020	Development of IDP and Budget Time line schedule by 31 August 2020	IDP and Budget schedule	Operational	1	1	0	0	Municipal Manager
GG-11			Risk Assessment register	Annual Risk Assessment register developed for 2020/21 by 31 September 2020	Development of the Annual risk assessment register by 31 September 2020	Annual Risk Assessment Register	Operational	1	1	0	0	Municipal Manager	
GG-12			Signed Attendance Register and Progress reports on Risk assessment	Quarterly Risk Assessment Monitored by 30 June 2021	Number of risk assessments monitored by 30 June 2021	Monitoring of risk Assessments	Operational	4	1	1	1	Municipal Manager	
GG-13			Signed Attendance Registers and Minutes of the Risk Management Committee	Quarterly Risk Management Committee Meetings held by 30 June 2021	Number of Risk Management Committee Meetings held by 30 June 2021	Risk Management Committee Meetings	Operational	4	1	1	1	Municipal Manager	
GG-14	Risk Management	To ensure the MLM operation clear of anticipated risks of maladministration, fraud and corruption	Signed Attendance registers of Risk Workshops	2 Risks Workshops conducted on Risk Management Processes by 30 June 2021	Number of risk workshops conducted to municipal employees by 30 June 2021	Risks Workshops	Operational	2	0	0	1	Municipal Manager	
GG-15			Approved Risk & Fraud Strategic Documents and Council Resolution	Risk & Fraud strategic documents reviewed and approved by Council by 31 December 2020	Number of risk & Fraud strategic documents reviewed and approved by Council by 31 December 2020	Risk & Fraud Strategic Documents	Operational	4	0	4	0	Municipal Manager	
GG-16			Annual fraud risk register and Council Resolution	Annual fraud risk register developed 2019/2020 by 31 September 2020	Development of the annual fraud risk register by 31 December 2020	Annual Fraud Risk Register	Operational	1	1	0	0	Municipal Manager	
GG-17			Progress Reports on Departmental Risk Register submitted to Management and Council	Quarterly Progress Reports on Departmental Risk Register by 30 June 2020	Number of Quarterly progress report on departmental risk register by 30 June 2021	Departmental Risk Register	Operational	4	1	1	1	Municipal Manager	
GG-18			Signed Attendance registers and Minutes of the Performance Committee meetings	Quarterly Audit & Performance committee meetings held by 30 June 2021	Number of Quarterly Audit & Performance committee meetings held by 30 June 2021	Audit & Performance Committee Meetings	Operational	4	1	1	1	Municipal Manager	
GG-19	Internal Audit	Improve internal controls for clean and transparent implementation of policies and legislation	Signed Audit Reports submitted by Internal Audit	Quarterly internal audit reports reviewed on the implementation of the Annual risk based Internal Audit Plan by 30 June 2021	Number of Quarterly internal audit reports reviewed on the implementation of the Annual risk based Internal Audit Plan by 30 June 2021	Internal Audit Reports	Operational	4	1	1	1	Municipal Manager	
GG-20			Reports to address internal audit findings submitted to Management and Council	Quarterly Report on progress made to address internal audit findings by 30 June 2021	Number of Quarterly progress reports to address internal audit findings by 30 June 2021	Internal Audit Findings	Operational	4	1	1	1	Municipal Manager	
GG-21	Back to Basics	To ensure an effective system of municipal governance in line with applicable legislation	Proof of submission to National COGTA	Monthly Back to Basics Templates Prepared and submitted to Provincial and National COGTA by 30 June 2021	Number of Back to Basics reports prepared and submitted to National COGTA by 30 June 2021	Back to Basics Templates	Operational	12	3	3	3	Municipal Manager	
GG-22	Communications	To ensure an effective system of municipal governance in line with applicable legislation	Approved Communication strategic documents and Council Resolution	Review of Communication Strategic Documents by 31 October 2020	Number of Communication Strategic documents reviewed and approved by 31 October 2020	Communication Strategic Documents	Operational	2	0	2	0	Municipal Manager	