

GREATER TZANEEN MUNICIPALITY



ADJUSTED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)

2018/19

Approved 28 February 2019

**Office of the Municipal Manager
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List of Acronyms

| | | | |
|--------------|---|--------------|---|
| # | Number | PED | Planning and Economic Development Department |
| % | Percentage | PMS | Performance Management System |
| CFO | Chief Financial Officer | SDBIP | Service Delivery and Budget Implementation Plan |
| CORP | Corporate Services Department | SMME | Small, Medium and Micro Enterprises |
| CSD | Community Services Department | ToW | Transporter of Waste |
| EED | Electrical Engineering Department | WSA | Waste Service Area |
| EPWP | Expanded Public Works Programme | | |
| ESD | Engineering Services Department | | |
| GG | Good Governance | | |
| GTM | Greater Tzaneen Municipality | | |
| HR | Human Resource | | |
| IDP | Integrated Development Plan | | |
| IT | Information Technology | | |
| KPA | Key Performance Area | | |
| KPI | Key Performance Indicator | | |
| kWh | Kilo Watt Hour | | |
| LED | | | |
| MFMA | Municipal Finance Management Act | | |
| MFVM | Municipal Financial Viability and Management | | |
| MIG | Municipal Infrastructure Grant | | |
| MM | Municipal Manager | | |
| MTID | Municipal Transformation and Organisational Development | | |
| MTREF | Medium Term Revenue and Expenditure Framework | | |
| OtS | Office of the Speaker | | |

1. INTRODUCTION

The Service Delivery and Budget Implementation Plan is drafted in accordance with the Municipal Finance Management Act (Act. 56 of 2003). Section 53 (1) (c) (ii) of the MFMA specifies that the SDBIP must be approved by the Mayor within 28 days of approving the Budget. The SDBIP must include:

(a) projections for each month of

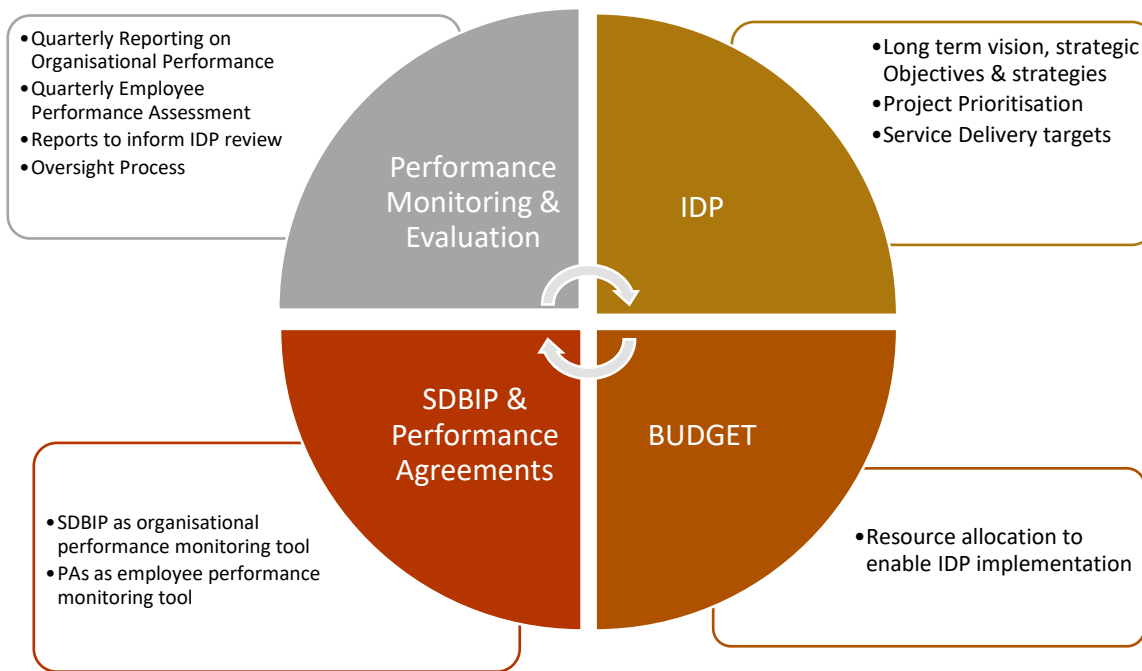
(i) revenue to be collected, by source

(ii) operational and capital expenditure, by vote;

(b) service delivery targets and performance indicators for each quarter;

MFMA Circular 13, issued by the National Treasury, further adds that the SDBIP must further include a detailed capital works plan, per ward, covering a three year period.

The SDBIP is one element of a continuous planning, implementation and reporting cycle. The aim of this process is to ensure that the vision of Council is achieved by implementing the activities planned in support of the strategic objectives contained in the Integrated Development Plan. The success of this cycle is dependant on the integration between the Budget, IDP and SDBIP and the process is presented below:



The adjustments made to the SDBIP as necessitated by changes in the IDP and Budget are colour coded in this report as follows:

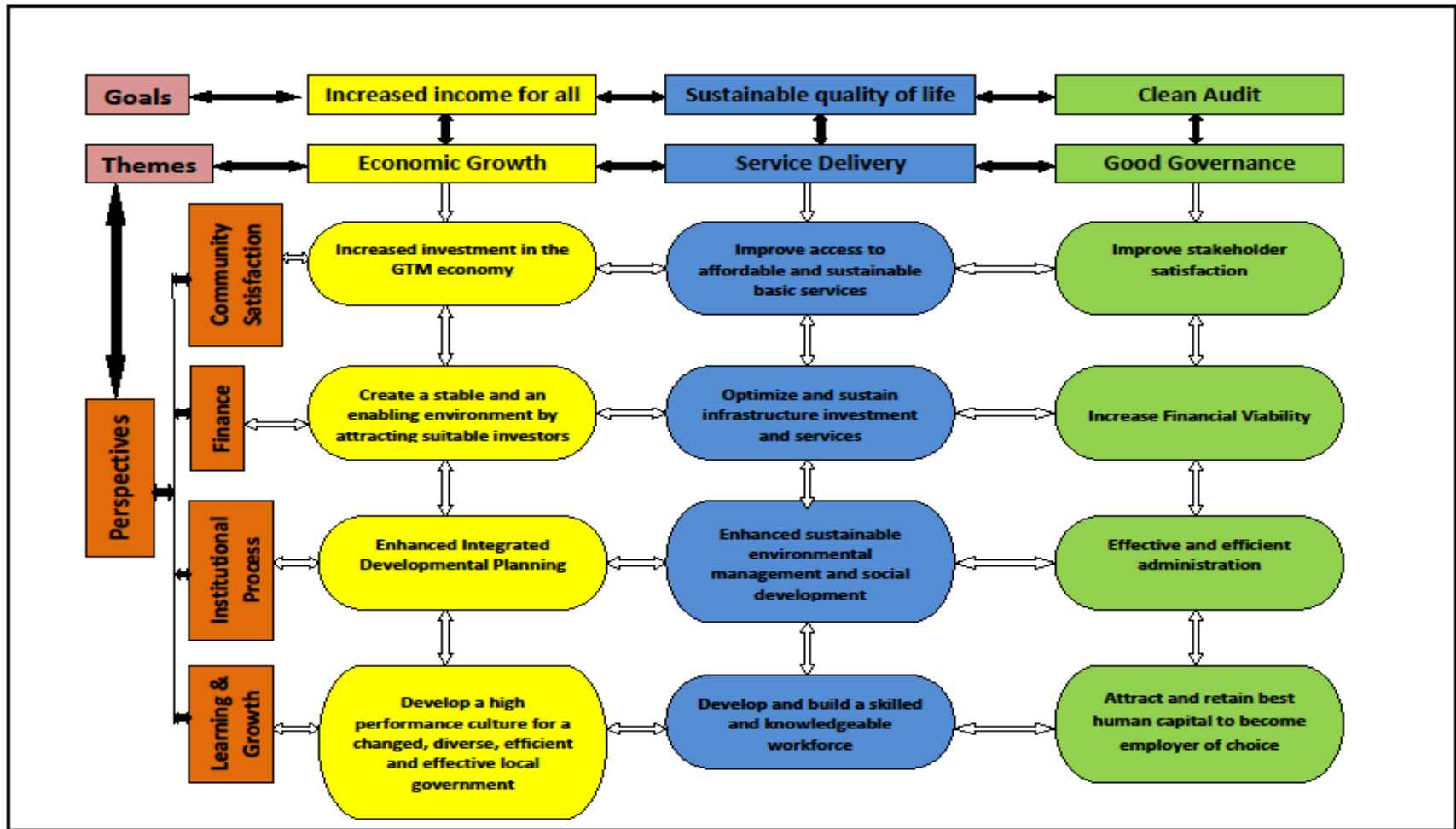
No colour = No adjustment

Orange = Item adjusted

Green = Item inserted into the SDBIP

Red - Item removed from SDBIP for 18/19 reporting

2. GTM Strategy Map for 2018/19



Municipal KPA alignment to National KPAs

Strategic Objective Codes:

| National KPA | Municipal KPA | LED 1: | Increased Investment in the GTM Economy |
|---|-----------------------|--------|---|
| Municipal Transformation and Organisational Development | Good Governance (GG) | LED 2: | Create a stable and an enabling environment by attracting suitable investors |
| Good Governance and Public participation | Good Governance (GG) | LED 3: | Enhanced Integrated Developmental Planning |
| Municipal Financial Viability and Management | Good Governance (GG) | LED 4: | Develop a high performance culture for a changed, diverse, efficient and effective local government |
| Basic Service Delivery | Service Delivery (SD) | SD 1: | Improve access to sustainable and affordable basic services |
| Local Economic Development | Economic Growth (LED) | SD 2: | Optimise and sustain infrastructure investment and services |
| Spatial Rational | Economic Growth (LED) | SD 3: | Enhanced sustainable environmental management and social development |
| | | SD 4: | Develop and build a skilled and knowledgeable workforce |
| | | GG 1: | Improve stakeholder satisfaction |
| | | GG 2: | Increased Financial viability |
| | | GG 3: | Effective and Efficient Administration |
| | | GG 4: | Attract and retain best human capital to become employer of choice |

3. Monthly Revenue projections by source for 2018/19

| Source | Jul '18 | Aug '18 | Sep '18 | Oct '18 | Nov '18 | Dec '18 | Jan '19 | Feb '19 | Mar '19 | Apr '19 | May '19 | Jun '19 | TOTAL |
|---|----------------|---------------|---------------|---------------|---------------|----------------|---------------|---------------|----------------|---------------|---------------|---------------|------------------|
| | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected |
| Property rates | 10 229 569 | 10 461 438 | 10 273 480 | 10 329 646 | 10 476 939 | 9 239 168 | 10 038 479 | 10 249 317 | 10 133 681 | 10 578 154 | 10 379 356 | 7 610 774 | 120 000 |
| Penalties imposed and collection charges on rates | 558 497 | 405 748 | 421 236 | 604 952 | 633 573 | 418 693 | 614 008 | 590 628 | 655 735 | 599 681 | 679 281 | 617 969 | 6 800 |
| Service charges | 45 097 299 | 59 887 288 | 59 734 257 | 37 443 479 | 42 661 179 | 30 539 708 | 41 503 236 | 36 109 204 | 37 641 040 | 41 941 305 | 41 160 024 | 62 964 981 | 536 683 |
| Rent of facilities and equipment | 142 471 | 138 239 | 131 603 | 112 088 | 166 272 | 160 979 | 134 760 | 153 526 | 164 347 | 161 794 | 166 680 | 139 340 | 1 772 |
| Interest earned - external investments | 56 204 | 203 649 | 404 331 | 237 287 | 778 692 | 76 000 | 217 567 | 259 329 | 364 107 | 70 616 | 525 277 | 607 941 | 3 801 |
| Interest earned - outstanding debtors | 1 333 796 | 1 386 858 | 1 329 779 | 1 489 868 | 1 458 429 | 1 457 047 | 1 495 248 | 1 425 271 | 1 506 525 | 1 562 352 | 1 251 344 | 1 303 484 | 17 000 |
| Fines | 279 633 | 427 632 | 440 829 | 484 367 | 292 347 | 699 166 | 286 535 | 202 332 | 526 325 | 318 409 | 271 566 | 271 996 | 4 501 |
| Licenses and Permits | 51 090 | 54 383 | 54 613 | 67 956 | 64 723 | 75 124 | 42 879 | 43 521 | 83 064 | 119 232 | 63 237 | 51 180 | 771 |
| Income from Agency services | 5 184 196 | 3 297 011 | 3 444 389 | 3 546 085 | 3 751 328 | 3 456 035 | 6 966 436 | 6 035 753 | 5 172 016 | 2 766 206 | 3 638 261 | 3 906 574 | 51 164 |
| Operating grants and subsidies | 176 481 354 | 1 376 793 | 0 | 3 199 200 | 2 479 359 | 135 648 076 | 0 | 1 653 848 | 133 471 370 | 0 | 0 | 0 | 454 310 |
| Other Revenue | 7 984 | 1 151 | 359 638 | 805 513 | 1 579 073 | 5 854 | 1 439 359 | 859 782 | 11 126 | 4 661 | 178 442 | 6 982 463 | 12 235 |
| Gain on disposal of property, plant and equipment | | | | | | | | | | | | 2 500 000 | 2 500 |
| Income foregone | -3 032 239 | -3 088 961 | -3 136 824 | -3 078 920 | -3 249 961 | -3 129 802 | -2 541 784 | -3 035 326 | -3 006 689 | -1 079 099 | -3 109 559 | -3 260 836 | (34 750) |
| Total Revenue | 236 390 | 74 551 | 73 457 | 55 242 | 61 092 | 178 646 | 60 197 | 54 547 | 186 723 | 57 043 | 55 204 | 83 696 | 1 176 788 |

3. Adjusted Revenue projections by source for 2018/19

| Source | | Aug '18 | Sep '18 | Oct '18 | Nov '18 | Dec '18 | Jan '19 | Feb '19 | Mar '19 | Apr '19 | May '19 | Jun '19 | TOTAL |
|---|----------------|---------------|---------------|---------------|---------------|----------------|---------------|---------------|----------------|---------------|---------------|---------------|------------------|
| | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected | Projected |
| Property rates | 12 242 342 | 12 245 454 | 12 479 821 | 12 258 564 | 12 246 996 | 12 302 178 | 10 038 479 | 10 249 317 | 10 133 681 | 10 578 154 | 10 379 356 | 7 610 774 | 132 765 |
| Penalties imposed and collection charges on rates | 830 291 | 811 811 | 549 497 | 777 190 | 863 470 | 887 836 | 614 008 | 590 628 | 655 735 | 599 681 | 679 281 | 617 969 | 8 477 |
| Service charges | 50 014 634 | 53 207 467 | 50 015 610 | 42 362 950 | 50 124 253 | 42 327 436 | 41 503 236 | 36 109 204 | 37 641 040 | 41 941 305 | 41 160 024 | 62 942 597 | 549 350 |
| Rent of facilities and equipment | 154 781 | 165 489 | 150 914 | 406 255 | 149 276 | 194 718 | 134 760 | 153 526 | 164 347 | 161 794 | 166 680 | 139 340 | 2 142 |
| Interest earned - external investments | 35 249 | 505 926 | 468 808 | 571 350 | 473 756 | 576 321 | 217 567 | 259 329 | 364 107 | 70 616 | 525 277 | 607 941 | 4 676 |
| Interest earned - outstanding debtors | 1 710 695 | 2 154 476 | 1 644 616 | 1 861 433 | 1 981 059 | 2 226 621 | 1 495 248 | 1 425 271 | 1 506 525 | 1 562 352 | 1 251 344 | 1 303 484 | 20 123 |
| Fines | 43 610 | 287 862 | 63 825 | 551 230 | 47 454 | 448 336 | 286 535 | 202 332 | 526 325 | 318 409 | 271 566 | 271 996 | 3 319 |
| Licenses and Permits | 91 349 | 61 575 | 91 559 | 134 780 | 136 286 | 33 545 | 42 879 | 43 521 | 83 064 | 119 232 | 63 237 | 51 180 | 952 |
| Income from Agency services | 4 771 562 | 5 272 236 | 5 223 229 | 4 936 438 | 4 477 735 | 3 611 575 | 6 966 436 | 6 035 753 | 5 172 016 | 2 766 206 | 3 638 261 | 3 906 574 | 56 778 |
| Operating grants and subsidies | 199 366 000 | 0 | 0 | 10 000 000 | 2 529 313 | 134 512 000 | 2 145 000 | 1 653 000 | 104 155 000 | 0 | 0 | 0 | 454 360 |
| Other Revenue | 203 958 | 112 931 | 39 497 | 116 218 | 816 560 | 85 072 | 1 439 359 | 859 782 | 11 126 | 4 661 | 178 442 | 6 482 463 | 10 350 |
| Gain on disposal of property, plant and equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 500 000 | 2 500 |
| Income foregone | -3 174 375 | -3 182 468 | -3 390 079 | -3 302 860 | -3 294 842 | -3 312 975 | -2 541 784 | -3 035 326 | -3 006 689 | -1 079 099 | -3 109 559 | -3 260 836 | (35 691) |
| Total Revenue | 266 290 | 71 643 | 67 337 | 70 674 | 70 551 | 193 893 | 62 342 | 54 546 | 157 406 | 57 043 | 55 204 | 83 173 | 1 210 103 |

4. Monthly Projected Expenditure by Vote 2018/19

| Vote | Jul-18 | | | Aug-18 | | | Sep-18 | | | Oct-18 | | | Nov-18 | | | Dec-18 | | |
|-------------------------------------|----------------|---------------|--------------|---------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|---------------|---------------|
| | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 |
| Municipal Manager | 0 | 1874787 | | 0 | 1752990 | | 0 | 2228792 | | 0 | 1216543 | | 0 | 2703189 | | 0 | 1526385 | 100000 |
| Financial Services | 143989940 | 5777729 | | 9574504 | 6187339 | | 9871258 | 5358386 | | 10598352 | 5678314 | | 12448759 | 5532384 | | 104063667 | 7689963 | 100000 |
| Corporate Services | 0 | 7488408 | | 0 | 7753516 | | 0 | 8165616 | | 0 | 8940676 | | 0 | 6532331 | | 0 | 7739599 | 100000 |
| Planning and Economic Development** | 8420 | 2186435 | | 5718 | 2036057 | | 7927 | 1812189 | | 13566 | 1808585 | | 16919 | 1744544 | | 8006 | 4655779 | 100000 |
| Community Services | 7756120 | 15355201 | 0 | 7557985 | 15324723 | 0 | 6313871 | 17395460 | 300000 | 6517633 | 18925605 | 0 | 8946443 | 17176125 | 0 | 6676051 | 17879297 | 100000 |
| Engineering Services | 32443070 | 12314099 | 3077767 | 181115 | 13478891 | 10944274 | 171444 | 17987505 | 7986295 | 154988 | 13439881 | 8576178 | 204603 | 14290536 | 16420403 | 37037771 | 18957257 | 10386730 |
| Electrical Engineering | 52192304 | 11161965 | 1836198 | 57231906 | 50333581 | 1273714 | 57093130 | 52934283 | 1872130 | 37956983 | 38645752 | 6023187 | 39475228 | 40377712 | 1760123 | 30860552 | 37914844 | 11811800 |
| Total By Vote | 236 390 | 56 159 | 4 914 | 74 551 | 96 867 | 12 218 | 73 457 | 105 882 | 10 158 | 55 242 | 88 655 | 14 599 | 61 092 | 88 357 | 18 181 | 178 646 | 96 363 | 22 699 |

4. Monthly Projected Expenditure by Vote 2018/19

| Vote | Jan-19 | | | Feb-19 | | | Mar-19 | | | Apr-19 | | | May-19 | | | Jun-19 | | | Total | | |
|-------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|---------------|------------------|------------------|----------------|
| | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 |
| Municipal Manager | 0 | 1746773 | | 0 | 1442879 | | 0 | 1331850 | | 0 | 4323520 | | 0 | 1331941 | | 0 | 8667060 | | - | 30 147 | 100 |
| Financial Services | | 5150914 | | 10450229 | 5910744 | | 98749551 | 6274898 | | 11975486 | 7212466 | | 10373370 | 4883799 | | 15849143 | 35831633 | | 437 944 | 101 489 | 100 |
| Corporate Services | 0 | 13054438 | | 0 | 6774389 | | 0 | 7542705 | | 0 | 7260305 | | 0 | 6770212 | | 1228 | 14167908 | | 1 | 102 199 | 100 |
| Planning and Economic Development** | 12699 | 1717815 | | 14276 | 1748356 | | 32319 | 7000210 | | 4910 | 1946500 | | 16228 | 2256266 | | 422566 | 2817257 | | 564 | 31 730 | 335 |
| Community Services | 9660219 | 17383752 | 0 | 10749037 | 16588484 | 0 | 29627515 | 15638703 | 0 | 5774331 | 18418101 | 0 | 6501595 | 19572519 | 0 | 7498885 | 26758198 | 0 | 113 580 | 216 416 | 400 |
| Engineering Services | 158478 | 12792881 | 5681422 | 172998 | 14421742 | 12800444 | 23438756 | 13833767 | 24804053 | 266185 | 10234844 | 11528007 | 183248 | 16210645 | 12280192 | 667970 | 16385920 | 13313485 | 95 080 | 174 348 | 137 799 |
| Electrical Engineering | 38093938 | 26743976 | 8590400 | 33160644 | 42296254 | 14670234 | 34874505 | 32115294 | 5369000 | 39022399 | 39581723 | 2147600 | 38129467 | 38301829 | 0 | 59255944 | 95744397 | 1245614 | 517 347 | 506 152 | 56 600 |
| Total By Vote | 47 925 | 78 591 | 14 272 | 54 547 | 89 183 | 27 471 | 186 723 | 83 737 | 30 173 | 57 043 | 88 977 | 13 676 | 55 204 | 89 327 | 12 280 | 83 696 | 200 372 | 14 794 | 1 164 516 | 1 162 471 | 195 434 |

** Budget for GTEDA is included in that of the PED Department

4. ADJUSTED: Monthly Projected Expenditure by Vote 2018/19

| Vote | Jul-18 | | | Aug-18 | | | Sep-18 | | | Oct-18 | | | Nov-18 | | | Dec-18 | | |
|-------------------------------------|----------------|---------------|---------------|---------------|---------------|--------------|---------------|---------------|--------------|---------------|---------------|--------------|---------------|---------------|--------------|----------------|----------------|--------------|
| | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 |
| Municipal Manager | | 4639687 | 0 | | 3009522 | 6059 | | 3865880 | 0 | | 2791881 | 0 | | 5136791 | 0 | | 1507503 | 0 |
| Financial Services | 153093974 | 5500907 | 1531 | 12922179 | 7771694 | 22834 | 12217184 | 6060921 | 2258 | 12710539 | 8520224 | 13666 | 13499390 | 5224355 | 20605 | 123213991 | 5319100 | 1959828 |
| Corporate Services | 0 | 6639878 | 0 | 0 | 7431029 | 1373 | 0 | 6553859 | 13407 | 0 | 6877126 | 20064 | 50313 | 6740103 | 1980 | 0 | 7405942 | 1475 |
| Planning and Economic Development** | 8215 | 1755395 | 0 | 11680 | 3371205 | 9741 | 21660 | 1898465 | 0 | 57345 | 3428073 | 0 | 20470 | 1358150 | 4150 | 8980 | 2376741 | 0 |
| Community Services | 7737290 | 13734032 | 0 | 8499303 | 18357500 | 0 | 8056888 | 18222212 | 2130 | 8131291 | 17110418 | 5235 | 9840752 | 16611851 | 0 | 8101083 | 16311234 | 0 |
| Engineering Services | 55613800 | 3551432 | 19087720 | 205738 | 4915935 | 7177523 | 204494 | 4518886 | 5004423 | 462727 | 7535042 | 5312015 | 248004 | 4538234 | 3349910 | 23288621 | 8573407 | 3977482 |
| Electrical Engineering | 49836816 | 5884881 | 141761 | 50003858 | 45557178 | 196263 | 46837071 | 6696583 | 584478 | 49311646 | 22920059 | 521567 | 46892388 | 34252235 | 808712 | 39279986 | 78269801 | 1415052 |
| Total By Vote | 266 290 | 41 706 | 19 231 | 71 643 | 90 414 | 7 414 | 67 337 | 47 817 | 5 607 | 70 674 | 69 183 | 5 873 | 70 551 | 73 862 | 4 185 | 193 893 | 119 764 | 7 354 |

4. ADJUSTED Monthly Projected Expenditure by Vote 2018/19

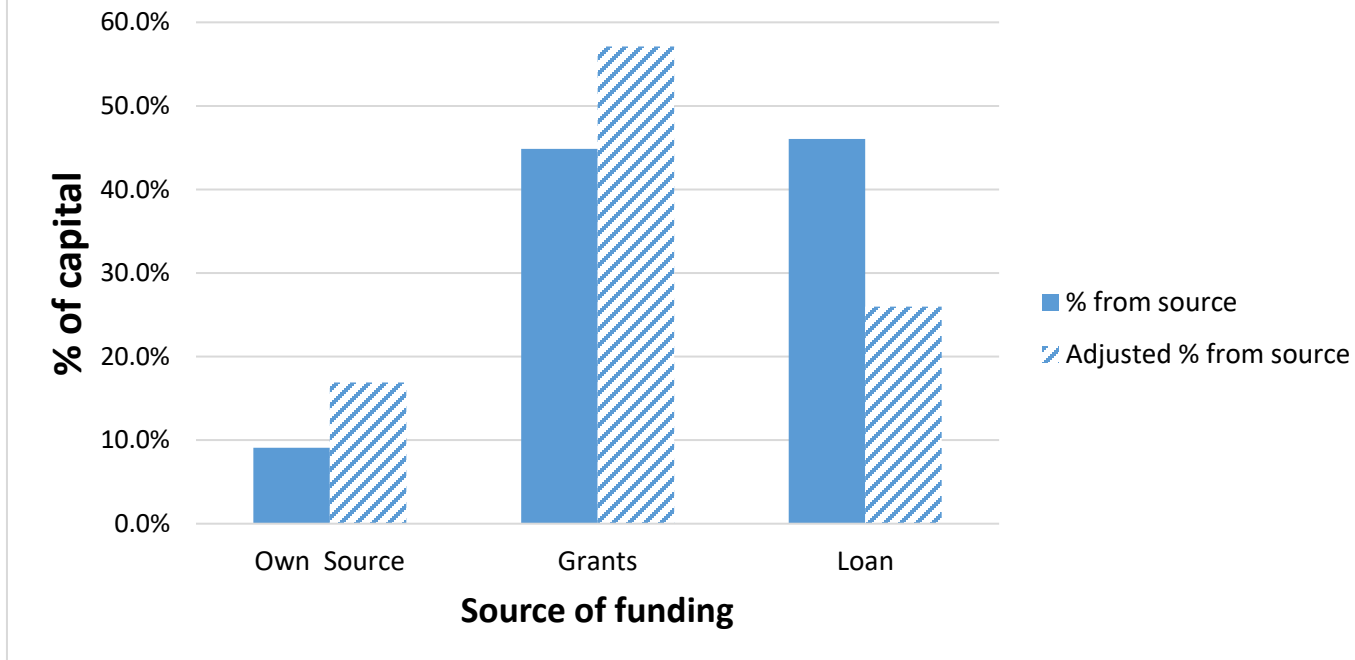
| Vote | Jan-19 | | | Feb-19 | | | Mar-19 | | | Apr-19 | | | May-19 | | | Jun-19 | | | Total | | |
|-------------------------------------|---------------|---------------|--------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------|---------------|----------------|---------------|------------------|------------------|----------------|
| | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 | Rev R '000 | Opex R '000 | Capex R '000 |
| Municipal Manager | | 1448393 | | | 1039901 | | | 1148547 | | | 1366282 | | | 1126551 | | | 7565770 | | - | 34 647 | 6 |
| Financial Services | 14416390 | 5150914 | 10428 | 10450229 | 5910744 | 0 | 75823266 | 6432998 | 0 | 11975486 | 7212466 | 0 | 10373370 | 4883799 | 0 | 15849143 | 38000447 | 21681 | 466 545 | 105 989 | 2 053 |
| Corporate Services | 0 | 13400301 | | 0 | 7238314 | | 0 | 12138074 | | 0 | 10318071 | | 0 | 10288123 | | 1357 | 6904350 | | 52 | 101 935 | 38 |
| Planning and Economic Development** | 12699 | 1717815 | | 14276 | 1748356 | | 32319 | 6983319 | | 4910 | 1940346 | | 16228 | 2256266 | | 422566 | 2687894 | 235000 | 631 | 31 522 | 249 |
| Community Services | 9660219 | 17633751 | 0 | 10748189 | 16838485 | 348000 | 29627515 | 15888703 | 0 | 5774331 | 18668101 | 0 | 6501595 | 19822519 | 0 | 7476501 | 30217361 | 230001 | 120 155 | 219 416 | 585 |
| Engineering Services | 158478 | 12880801 | 1433708 | 172998 | 14434367 | 9389271 | 14052671 | 13858768 | 13059476 | 266185 | 10278499 | 8455924 | 183248 | 16258403 | 9007661 | 167970 | 74153884 | 9366461 | 95 025 | 175 498 | 94 622 |
| Electrical Engineering | 38093938 | 26743976 | 1257712 | 33160644 | 42296254 | 5087351 | 37870505 | 33315294 | 10924571 | 39022399 | 40581723 | 4369828 | 38129467 | 39301829 | 0 | 59255944 | 133531797 | 31092705 | 527 695 | 509 352 | 56 400 |
| Total By Vote | 62 342 | 78 976 | 2 702 | 54 546 | 89 506 | 14 825 | 157 406 | 89 766 | 23 984 | 57 043 | 90 365 | 12 826 | 55 204 | 93 937 | 9 008 | 83 173 | 293 062 | 40 946 | 1 210 103 | 1 178 358 | 153 953 |

** Budget for GTEDA is included in that of the PED Department

5. Capital Summary for 2018/19

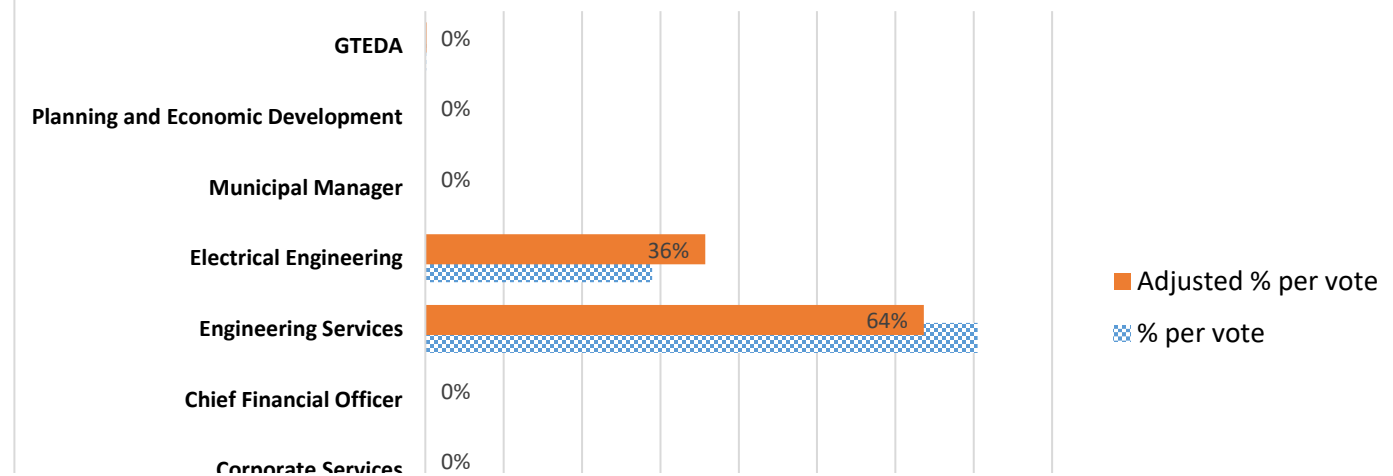
| Capital Summary for 2018/19 by source of funding | | | Adjusted Budget (R '000) | |
|--|----------------------|---------------|--------------------------|------------------------|
| Funding Source | Budget (R '000) | % from source | Adjusted Budget (R '000) | Adjusted % from source |
| Own Source | 17 735 | 9.1% | 26 024 | 17% |
| Grants | 87 699 | 44.9% | 87 929 | 57% |
| Loan | 90 000 | 46.1% | 40 000 | 26% |
| Total | R 195 434 250 | 100% | 153 953 018 | 100% |

Figure 1: Result of Adjustment to Capital allocation by source of funding



| Capital Allocation by Vote for 2018/19 | | | Adjustment | |
|--|----------------------|-------------|--------------------|---------------------|
| Vote | Budget (R '000) | % per vote | Adjusted Budget | Adjusted % per vote |
| Community Services | 400 | 0% | 585 366 | 0% |
| Corporate Services | 100 | 0% | 38 299 | 0% |
| Chief Financial Officer | 100 | 0% | 96 143 | 0% |
| Engineering Services | 137 799 | 71% | 97 978 260 | 64% |
| Electrical Engineering | 56 600 | 29% | 55 000 000 | 36% |
| Municipal Manager | 100 | 0% | 6059 | 0% |
| Planning and Economic Development | 100 | 0% | 13891 | 0% |
| GTEDA | 235 | 0% | 235000 | 0% |
| Total | R 195 434 250 | 100% | 153 953 018 | 100% |

Figure 2: Adjusted stake in capital budget by Dept



| 5. CAPITAL WORKS PLAN 2018/19 - 2020/21 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|------------|---|--------------------|---------------------|-------------|-------------|---------|-------------|---------|-----------|---------|-------------|-------------|-------------|-------------|-----------------|-------------|--------------|---------|-------------------|-----------------------|-----------|---------|-----------|---------|-----------------------------------|----------------------------|
| Ward | IDP Ref No | Project Name | Estimated end date | Planned Expenditure | | | | | | | | | | | | Adjusted budget | | MTREF Budget | | Source of funding | Reason for adjustment | | | | | | |
| | | | | July '18 | Aug '18 | Sept '18 | Oct '18 | Nov '18 | Dec '18 | Jan '19 | Feb '19 | Mar '19 | Apr '19 | May '19 | Jun '19 | 2018/19 | 18/19 | 2019/20 | 2020/21 | | | | | | | | |
| 16 | EED 126 | Rebuilding of Mashuti 11kv line (In phases) | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R 400 000 | R- | R | 400 000 | R | 600 000 | R | 600 000 | Loan | DBSA funds received late | |
| 13 | EED 127 | Rebuilding of Deeside 11kv line (In phases) | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R 584 000 | R- | R | 600 000 | R | 600 000 | R | 600 000 | Loan | DBSA funds received late | |
| 13 | EED 128 | Rebuilding of Yansona/ Shivurali 11kv line (In phases) | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R 584 000 | R- | R | 600 000 | R | 600 000 | R | 600 000 | Loan | DBSA funds received late | |
| 13 | EED 129 | Rebuilding of Lectsee 11kv line from LZ44 to Vandergruyt Farm | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R 500 000 | R- | R | 1 400 000 | R | 1 500 000 | R | 1 500 000 | Loan | DBSA funds received late | |
| 16 | EED 130 | Rebuilding of lines Letstete Valley Substation - Bosbou and | 30-Jun-2019 | R- | R- | R 75 000 | R- | R 200 000 | R- | R 75 000 | R- | R 50 000 | R 50 000 | R 50 000 | R- | R- | R 500 000 | R 500 000 | R | 500 000 | R | 500 000 | R | 500 000 | Loan | DBSA funds received late | |
| 19 | EED 153 | Rebuilding of Valenda 11kv lines (In phases) | 30-Jun-2019 | R- | R- | R 75 000 | R- | R 200 000 | R- | R 75 000 | R- | R 100 000 | R 200 000 | R 200 000 | R 150 000 | R- | R 500 000 | R 1 000 000 | R | 500 000 | R | 500 000 | R | 500 000 | Loan | DBSA funds received late | |
| 15 | EED131 | Rebuilding of Lushof South 11kv line (In Phases) | 30-Jun-2019 | R- | R- | R 75 000 | R- | R 200 000 | R- | R 75 000 | R- | R 50 000 | R 50 000 | R 50 000 | R- | R- | R 500 000 | R 500 000 | R | - | R | - | R | - | Loan | DBSA funds received late | |
| 16 | EED 132 | Rebuilding of Rookoppies 11kv lines (In phases) | 30-Jun-2019 | R- | R- | R 150 000 | R- | R 400 000 | R- | R 150 000 | R- | R 100 000 | R 100 000 | R 100 000 | R- | R- | R 1 000 000 | R 1 000 000 | R | 500 000 | R | 500 000 | R | 500 000 | Loan | DBSA funds received late | |
| N/A Ba-Phalaborwa ward | EED 133 | Rebuilding of Mabiet 11kv line (In phases) | 30-Jun-2019 | R- | R- | R 150 000 | R- | R 400 000 | R- | R 150 000 | R- | R 100 000 | R 100 000 | R 100 000 | R- | R- | R 1 000 000 | R 1 000 000 | R | - | R | - | R | - | Loan | DBSA funds received late | |
| 16 | EED134 | Rebuilding of Haenertsburg 11kv lines (In phases) | 30-Jun-2019 | R- | R- | R 150 000 | R- | R 400 000 | R- | R 150 000 | R- | R 100 000 | R 100 000 | R 100 000 | R- | R- | R 1 000 000 | R 1 000 000 | R | - | R | - | R | - | Loan | DBSA funds received late | |
| 14 | EED 135 | Rebuilding of Campsie Glen 11kv lines (In phases) | 30-Jun-2019 | R- | R- | R 150 000 | R- | R 400 000 | R- | R 150 000 | R- | R 100 000 | R 100 000 | R 100 000 | R- | R- | R 1 000 000 | R 1 000 000 | R | - | R | - | R | - | Loan | DBSA funds received late | |
| 14 | EED 136 | Rebuilding of Politsi Valley 11kv lines (In phases) | 30-Jun-2019 | R- | R- | R 150 000 | R- | R 400 000 | R- | R 150 000 | R- | R 100 000 | R 100 000 | R 100 000 | R- | R- | R 1 000 000 | R 1 000 000 | R | - | R | - | R | - | Loan | DBSA funds received late | |
| N/A Ba-Phalaborwa ward | EED 137 | Rebuilding of CP Minnaar 11kv lines (In phases) | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R 400 000 | R- | R | 500 000 | R | 500 000 | R | 500 000 | Loan | Project moved to 20/21???? |
| N/A Ba-Phalaborwa ward | EED 138 | Rebuilding Waterbok 11kv lines | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R 1 000 000 | R- | R | 1 000 000 | R | 1 000 000 | R | 1 000 000 | Loan | Project moved to 20/21 | |
| 13, 15 | EED 139 | Rebuilding of Mellekloof/Deerpark 11kv lines (In phases) | 30-Jun-2019 | R- | R- | R 75 000 | R- | R 200 000 | R- | R 75 000 | R- | R 50 000 | R 50 000 | R 50 000 | R- | R- | R 500 000 | R 500 000 | R | 500 000 | R | 500 000 | R | 500 000 | Loan | DBSA funds received late | |
| 15,19 | EED 140 | Rebuilding Letaba Feeder 33kv line (In phases) | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R 750 000 | R- | R | 1 000 000 | R | 1 000 000 | R | 1 000 000 | Loan | DBSA funds received late | |
| N/A Ba-Phalaborwa ward | EED 141 | Upgrading of Waterbok 33/11kv substation | 30-Jun-2019 | R- | R- | R 150 000 | R- | R 400 000 | R- | R 150 000 | R- | R 300 000 | R 400 000 | R 300 000 | R 300 000 | R- | R 1 000 000 | R 2 000 000 | R | - | R | - | R | - | Loan | DBSA funds received late | |
| 15 | EED142 | Upgrading of Blacknoll 33/11kv substation | 30-Jun-2019 | R- | R- | R 150 000 | R- | R 400 000 | R- | R 150 000 | R- | R 300 000 | R 400 000 | R 300 000 | R 300 000 | R- | R 1 000 000 | R 2 000 000 | R | - | R | - | R | - | Loan | DBSA funds received late | |
| 13 | EED143 | Substation fencing at major substations (In phases) | 30-Jun-2019 | R- | R- | R 75 000 | R- | R 200 000 | R- | R 75 000 | R- | R 250 000 | R 200 000 | R 150 000 | R 50 000 | R- | R 500 000 | R 1 000 000 | R | 500 000 | R | 1 000 000 | R | 1 000 000 | Loan | DBSA funds received late | |
| 15 | EED 144 | Replace 2x 15 MVA 66/11kv transformers with 2x 20 MVA at Tzaneen main sub (Phase 1and | 30-Jun-2019 | R- | R 1 350 000 | R 5 100 000 | R- | R 50 000 | R- | R 50 000 | R- | R- | R- | R- | R- | R- | R 5 000 000 | R 6 550 000 | R | 5 000 000 | R | 5 000 000 | R | 5 000 000 | Loan | DBSA funds received late | |
| 15 | EED 145 | Replacing of old SS1 electrical substation circuit breakers with | 30-Jun-2019 | R- | R- | R 600 000 | R- | R 1 600 000 | R- | R 600 000 | R- | R 1 200 000 | R 2 000 000 | R 2 000 000 | R 2 000 000 | R- | R 4 000 000 | R 10 000 000 | R | - | R | - | R | - | Loan | DBSA funds received late | |
| 13,14,16,19 | EED146 | Replace 5X 11kv and 33kv auto-reclosers | 30-Jun-2019 | R- | R- | R 225 000 | R- | R 1 000 000 | R- | R 75 000 | R- | R 500 000 | R 250 000 | R 500 000 | R 450 000 | R- | R 1 500 000 | R 3 000 000 | R | 1 000 000 | R | 1 500 000 | R | 1 500 000 | Loan | DBSA funds received late | |
| 16 | EED 147 | Build new 4MVA, 33kv substation at Agatha (Meyersrus) | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R 4 000 000 | R- | R | - | R | 4 000 000 | R | 4 000 000 | Loan | DBSA funds received late | |
| 15,16 | EED 148 | Refurbishment of the Ebenezer 33kv Feeder (2,5km) | 30-Jun-2019 | R- | R- | R 150 000 | R- | R 400 000 | R- | R 150 000 | R- | R 100 000 | R 100 000 | R 100 000 | R- | R- | R 1 000 000 | R 1 000 000 | R | 1 000 000 | R | 1 000 000 | R | 1 000 000 | Loan | DBSA funds received late | |
| 16 | EED 149 | Install 33kv voltage regulator on the 33kv Haenertsburg ring | 30-Jun-2019 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R- | R- | R- | R- | R- | R- | R- | R- | Loan | Project moved to 21/22 | |
| 13,15 | EED150 | Rebuild 66kv wooden line from Tzaneen to Tarentaalrand (20km) | 30-Jun-2019 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R- | R- | R- | R- | R- | R- | R- | R- | Loan | Project moved from 20/21 to 21/22 | |
| 15,16 | EED 152 | New 11kv Feeder from Western substation to Industrial area | 30-Jun-2019 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R- | R- | R- | R- | R- | R- | R- | R- | Loan | Project moved from 20/21 to 21/22 | |
| 15 | EED 155 | Retrofitting old panels with safe technologies at Skiving and Peace Street Substation | 30-Jun-2019 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R- | R- | R- | R- | R- | R- | R- | R- | Loan | Project moved from 20/21 to 21/22 | |

| 5. CAPITAL WORKS PLAN 2018/19 - 2020/21 | | | | | | | | | | | | | | | | | | | | | | |
|---|-----------------|--|--------------------|---------------------|-------------|-------------|-------------|-------------|-------------|-----------|-------------|-------------|-------------|-------------|--------------|-----------------------|----------------------|--------------|-------------------|------------------------------------|--|---|
| Ward | IDP Ref No | Project Name | Estimated end date | Planned Expenditure | | | | | | | | | | | | Adjusted budget 18/19 | MTREF Budget 2019/20 | 2020/21 | Source of funding | Reason for adjustment | | |
| | | | | July '18 | Aug '18 | Sept '18 | Oct '18 | Nov '18 | Dec '18 | Jan '19 | Feb '19 | Mar '19 | Apr '19 | May '19 | Jun '19 | | | | | | 2018/19 | |
| All | EED 159 | Purchase of office furniture and equipment for Electrical Engineering Dept | 30-Jun-2019 | R- | R 30 000 | R- | R 30 000 | R 40 000 | R- | R- | R- | R- | R- | R- | R- | R 100 000 | R- | R- | R- | Own | Funds reallocated to procure vehicles | |
| 14,15 | EED (17/18) 1 | New Entrance R36 streetlights (at High Grove Lodge and MacDonalds) | 30-Jun-2019 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R 55 000 | R - | R 550 000 | R 495 000 | R- | R 1 100 000 | R - | R - | R - | DBSA Loan | DBSA funds received late | |
| 13 | EED 2 (17/18) 2 | Area Lighting at Tarentaalrand crossing | 30-Jun-2019 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R 20 000 | R - | R 260 000 | R 120 000 | R- | R 400 000 | R - | R - | R - | DBSA Loan | DBSA funds received late | |
| 16 | EED (17/18) 3 | Houtbosdorp 11kv Ring (10km) | 30-Jun-2019 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R 75 000 | R - | R 750 000 | R 675 000 | R- | R 1 500 000 | R - | R - | R - | DBSA Loan | DBSA funds received late | |
| Engineering Services Department | | | | | | | | | | | | | | | | | | | | | | |
| All | ESD 60 | Upgrading of old fire station building and Civic centre | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R 306 293 | R 306 100 | R 280 000 | R 306 000 | R 915 307 | R 386 300 | R 11 756 765 | R 2 500 000 | R- | R- | Loan OWN | Cashflow constraints - adjustment on own Capital only to accommodate designs and lift |
| All | ESD 100 | Additions to existing Tzaneen stores, including fencing | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R 375 000 | R 375 000 | R- | R- | R- | R 750 000 | R- | R- | R- | Loan | Loan not secured to fund the project | |
| ALL | ESD MV1 | Purchase of 9 LDVs (4x4) for Electricity dept | 30-Jun-2019 | | | | | | | | | | | | R 1 956 687 | R - | R 1 956 687 | | | Own | Finance lease not secured project to be funded through own Capital | |
| All | ESD 45 | Purchase of Crane for Electrical Engineering | 30-Jun-2019 | R- | R- | R- | R 1 400 000 | R- | R- | R- | R- | R- | R- | R- | R- | R 1 500 000 | R 1 400 000 | R- | R- | Own | Change in MIG programme | |
| 9 | ESD 11 | Moye High School Access Road Phase 1 of 1 and 2 of 2 | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R 975 000 | R 300 000 | R 495 000 | R 1 625 000 | R 568 000 | R 650 000 | R 6 500 000 | R 4 613 000 | R 6 987 000 | R - | MIG | Change in MIG programme | |
| 30 | ESD 12 | Paving of Nelson Ramodika High School Access road to school (Phase 1) | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R 666 756 | R 889 008 | R 1 022 359 | R 1 000 000 | | R 421 677 | R 4 445 038 | R 4 000 000 | R 9 680 000 | R 20 000 000 | MIG | Change in MIG programme | |
| 21 | ESD 25 | Upgrading of Access Road to Mbambancisi (Phase 1 of 3 and 2 of 3) | 30-Jun-2019 | R- | R- | R- | R 876 807 | R 920 647 | R 1 090 003 | R 526 084 | R 1 183 689 | | R 402 770 | R - | | R 8 768 065 | R 5 000 000 | R 3 768 065 | R- | MIG | Change in MIG programme | |
| 7 | ESD 14 | Mongu to Matswi Khesokhwe road from Gravel to tar (Phase 5 of 5) | 30-Jun-2019 | R 9 021 551 | R 9 058 522 | R 6 227 734 | R 3 359 975 | R 5 021 477 | R- | R- | R 5 314 332 | R- | R- | R- | R 32 689 259 | R 38 003 591 | R- | R- | R- | MIG | Change in MIG programme | |
| 13 | ESD 30 | Rieba to Maphani Road upgrade from gravel to tar (Phase 1 of 4) | 30-Jun-2019 | R- | R- | R- | R- | R- | R 2 000 000 | R- | R- | R- | R- | R- | R- | R 2 000 000 | R- | R- | R- | MIG | RAL road MIG registration not allowed | |
| 26 | ESD 31 | Rieba Access Road (Phase 1 of 4) upgrade from gravel to paving | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R 2 000 000 | R- | R 1 887 000 | R- | R 2 000 000 | R 3 887 000 | R 9 680 000 | R 20 000 000 | MIG | Budget increased during adjustment | | |
| 34 | ESD 32 | Matapa to Leseka Access road to school | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R 500 000 | R 1 500 000 | R 1 180 049 | R 2 000 000 | R 2 000 000 | R 5 180 049 | R 15 680 172 | R 27 111 469 | MIG | Change in MIG programme | | |
| 13 | ESD 20 | Paving of Thapane Cross, Mandlakazi to Nwamiba (Phase 1 of 1, 2 of 2 and 3 of 3) | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R- | R 2 000 000 | R 2 000 000 | R- | R- | R- | MIG | RAL road MIG registration not allowed | |
| 28 | ESD 23 | Dr. CN Patodi to Phirane Access Road repaving and stormwater control | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R 2 000 000 | R- | R- | R- | R- | R 2 000 000 | R- | R- | R- | MIG | RAL road MIG registration not allowed | |
| 19 | ESD 15 | Taming Nkwankwa A Codesa and Hart Streets | 30-Jun-2019 | R 1 432 109 | R 630 000 | R 450 000 | R 100 000 | | | | | | | | | R 9 212 232 | R 2 613 000 | R 3 000 000 | R- | MIG | Change in MIG programme | |
| 25 | ESD 19 | Mulati Access road Paving (Phase 1 of 3 and 2 of 3 & 3 of 3) | 30-Jun-2019 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 1 289 712 | R 1 789 712 | R 1 284 712 | R 1 799 614 | R 3 253 000 | R 8 332 414 | R 9 680 000 | R 10 000 000 | MIG | Change in MIG programme |
| 31 | ESD 26 | Upgrading of Khujwana to Lemanya Access Road Phase 1 of 1, 2 of 2 and 3 of 3 | 30-Jun-2019 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 271 083 | R 2 364 512 | R 2 284 016 | R 2 289 612 | R 2 184 734 | R 3 253 000 | R 11 291 540 | R 19 554 712 | R - | MIG | Change in MIG programme |
| 27,29 & 30 | ESD 21 | Tickyline to Makhwidang Stormwater Management | 30-Jun-2019 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 291 667 | R 3 500 000 | R- | R 3 500 000 | R- | Own | Loan not taken up to fund projects |

| 5. CAPITAL WORKS PLAN 2018/19 - 2020/21 | | | | | | | | | | | | | | | | | | | | | | |
|---|------------|--|--------------------|---------------------|----------|-----------|-----------|-----------|-------------|-------------|-------------|-------------|-------------|---------|---------|-----------------|-------------|--------------|-------------|-------------------|------------------------|---|
| Ward | IDP Ref No | Project Name | Estimated end date | Planned Expenditure | | | | | | | | | | | | Adjusted budget | | MTREF Budget | | Source of funding | Reason for adjustment | |
| | | | | July '18 | Aug '18 | Sept '18 | Oct '18 | Nov '18 | Dec '18 | Jan '19 | Feb '19 | Mar '19 | Apr '19 | May '19 | Jun '19 | 2018/19 | 18/19 | 2019/20 | 2020/21 | | | |
| 2 | ESD 34 | Mawa B12 Low level bridge | 30-Jun-2019 | | | | | | | | | | | | | | R 3 100 234 | R 1 100 234 | R 2 000 000 | R- | MIG | Change in MIG programme |
| 15 | ESD 33 | Low Level bridge at Agatha Cemetery | 30-Jun-2019 | R- | R- | R 581 461 | R- | R- | R 1 162 923 | R- | R 581 461 | R 1 162 923 | R- | R- | R- | R- | R 3 488 768 | R 3 488 768 | R- | R- | Loan OWN | Source of funding changed to OWN |
| 5 | ESD 35 | Maweni Low Level Bridge | | | | | | | | | | | | | | | R - | R - | R 5 000 000 | | MIG | Change in MIG programme |
| 31 | ESD 101 | New Lenyeny Taxi Rank (Phase 1) | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R 1 679 000 | R 1 999 422 | | | | R 6 478 422 | R 3 678 422 | R 9 519 901 | R 6 478 422 | MIG | Council co-funding not secured (Loan) |
| 15 | ESD 102 | Upgrading of Tzaneen Ext.13 internal streets from gravel to paving | 30-Jun-2019 | R- | R- | R- | R 300 000 | R 600 000 | R- | R- | R- | R- | R- | R- | R- | R- | R 900 000 | R 900 000 | | | From Loan to Own funds | Source of funding changed to OWN |
| 15 | ESD 103 | Maintenance of Danie Joubert Street (Police station to CTM) in Tzaneen | 30-Jun-2019 | R- | R- | R- | R- | R- | R 530 225 | R 795 337 | R- | R- | R- | R- | R- | R- | R 1 325 562 | R- | | | Loan | Loan not taken up to fund projects |
| 15 | ESD 104 | Maintenance of Puzela to Van Velden to Billy Maritz street in Tzaneen | 30-Jun-2019 | R- | R- | R- | R- | R- | R 516 969 | R 516 969 | R 689 292 | R- | R- | R- | R- | R- | R 1 723 230 | R- | | | Loan | Loan not taken up to fund projects |
| 15 | ESD 105 | Maintenance of 1st Avenue street in Tzaneen | 30-Jun-2019 | R- | R- | R- | R- | R- | R 424 178 | R 636 267 | R- | R- | R- | R- | R- | R- | R 1 060 445 | R- | | | Loan | Loan not taken up to fund projects |
| 15 | ESD 106 | Maintenance of 3rd Avenue to Hospital to 2nd Avenue in Tzaneen | 30-Jun-2019 | R- | R- | R- | R- | R- | R 477 202 | R 715 803 | R- | R- | R- | R- | R- | R- | R 1 193 005 | R- | | | Loan | Loan not taken up to fund projects |
| 15 | ESD 107 | Maintenance of Boundary Street in Tzaneen | 30-Jun-2019 | R- | R- | R- | R- | R- | R 530 226 | R 795 340 | R- | R- | R- | R- | R- | R- | R 1 325 566 | R- | | | Loan | Loan not taken up to fund projects |
| 19 | ESD 108 | Maintenance of Nkowankowa internal street (Bankuna road to Thambo to Maxakeni) | 30-Jun-2019 | R- | R- | R- | R- | R- | R 1 325 562 | R 1 988 342 | R 2 651 123 | R 662 781 | R- | R- | R- | R- | R 6 627 808 | R- | | | Loan | Loan not taken up to fund projects |
| 31 | ESD 109 | Maintenance of Lenyeny Internal Streets (Main street to industrial to stadium to Ithusing) | 30-Jun-2019 | R- | R- | R- | R- | R- | R 1 325 562 | R 1 988 342 | R 2 651 123 | R 662 781 | R- | R- | R- | R- | R 6 627 808 | R- | | | Loan | Loan not taken up to fund projects |
| 22 | ESD 111 | Maintenance of Voster Street in Letsitele | 30-Jun-2019 | R- | R- | R- | R- | R- | R 212 090 | R 318 135 | R- | R- | R- | R- | R- | R- | R 530 225 | R- | | | Loan | Loan not taken up to fund projects |
| 22 | ESD 112 | Maintenance of Eerste Street in Letsitele | 30-Jun-2019 | R- | R- | R- | R- | R- | R 159 067 | R 238 601 | R- | R- | R- | R- | R- | R- | R 397 668 | R- | | | Loan | Loan not taken up to fund projects |
| 22 | ESD 113 | Maintenance of Main CBD street and Parking in Letsitele | 30-Jun-2019 | R- | R- | R- | R- | R- | R 371 157 | R 556 736 | R- | R- | R- | R- | R- | R- | R 927 893 | R- | | | Loan | Loan not taken up to fund projects |
| 16 | ESD 114 | Rehabilitation of Haenertsburg Cemetery road | 30-Jun-2019 | R- | R- | R- | R- | R- | R 580 803 | R 1 161 607 | R 1 355 208 | R 774 404 | R- | R- | R- | R- | R 3 872 022 | R- | | | Loan | Loan not taken up to fund projects |
| All | ESD 160 | Purchase of office furniture and equipment for Engineering Services Dept | 30-Jun-2019 | R- | R 30 000 | R- | R 30 000 | R 40 000 | R- | R- | R- | R- | R- | R- | R- | R- | R 100 000 | R 33 555 | R- | R- | Own | Funds re-allocated to procure vehicles for EED |
| 31 | ESD 156 | Lenyeny Stadium upgrade Phase 2 | 30-Jun-2021 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 0 | R- | R 6 077 609 | R- | MIG | |
| 19 | ESD 13 | Tarring of Nkowankowa B Streets | 30-Jun-2021 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R- | R- | R- | R- | MIG | Project moved to outer years due to adjustments |
| 16 | ESD 16 | Paving of Topanama Access road to Serurubele School | 30-Jun-2021 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R- | R- | R- | R- | MIG | |
| 16 | ESD 17 | Paving of Marirone to Moutpa Street (Phase 1 & 2) | 30-Jun-2021 | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a | R- | R- | R- | R- | MIG | |
| Community Services Department | | | | | | | | | | | | | | | | | | | | | | |
| Civic Centre | CSD 165 | Purchase of office furniture and equipment for Community Services Department | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R 100 000 | R- | R- | R- | R- | R- | R 100 000 | R 7 366 | R- | R- | Own | Funds re-allocated to procure vehicles |

| 5. CAPITAL WORKS PLAN 2018/19 - 2020/21 | | | | | | | | | | | | | | | | | | | | | | |
|---|------------|--|--------------------|---------------------|---------------------|---------------------|--------------------|---------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|----------------------|----------------------|----------------------|-----------------------|--|------------------------------------|
| Ward | IDP Ref No | Project Name | Estimated end date | Planned Expenditure | | | | | | | | | | | | Adjusted budget 18/19 | MTREF Budget 2019/20 | 2020/21 | Source of funding | Reason for adjustment | | |
| | | | | July '18 | Aug '18 | Sept '18 | Oct '18 | Nov '18 | Dec '18 | Jan '19 | Feb '19 | Mar '19 | Apr '19 | May '19 | Jun '19 | | | | | | 2018/19 | 2019/20 |
| All | CSD 98 | Procurement of Grasscutting machines for Nkowskwa, Lemenyhe and Tzaneen | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R 348 000 | R- | R- | R- | R- | R 300 000 | R 348 000 | R- | R- | Loan | R48 000 additional funds allocated |
| 15 | CSD G1 | Construction of a bundwall at Erf 2590 Koedoe street | 30-Jun-2019 | | | | | | | | | R- | R- | R- | R 200 000 | R- | R 200 000 | R- | R- | Prize money | Greenest Town Competition allocation | |
| 15 | CSD G2 | Installation of oil and grease trap. | 30-Jun-2019 | | | | | | | | | R- | R- | R- | R 30 000 | R- | R 30 000 | R- | R- | Prize money | Greenest Town Competition allocation | |
| Planning and Economic Development Department | | | | | | | | | | | | | | | | | | | | | | |
| Civic Centre | PED 164 | Purchase of office furniture and equipment for Planning and Economic Development Dpt | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R 13 891 | R- | R- | R- | R 100 000 | R 13 891 | R- | R- | Own | Funds re-allocated to procure vehicles | |
| conomic Development Agency | | | | | | | | | | | | | | | | | | | | | | |
| | GTEDA 157 | MSCOA equipment and programmes | 30-Jun-2019 | R- | R- | R- | R- | R- | R- | R- | R- | R 235 000 | R- | R- | R- | R 235 000 | R 235 000 | R- | R- | Own | | |
| Total | | | | R 13 276 594 | R 12 350 708 | R 22 058 881 | R 9 195 274 | R 23 047 243 | R 9 123 188 | R 15 703 933 | R 17 888 660 | R 26 177 249 | R 17 749 000 | R 16 754 813 | R 12 022 597 | R 195 434 250 | R 153 953 018 | R 124 549 850 | R 139 667 500 | | | |

| 7.1 Service Delivery Targets (KPIs & Projects) - Office of the Municipal Manager (MM) | | | | | | | | | | | | |
|---|---------------------|--------------------------------------|---|--|--|---------------|-------------------------------|---|--|-----------------------------|---|---|
| Municipal KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 3 | Legal support | % SLAs signed within 10 days after acceptance of appointment | Percentage | actual awaited | 100% | 100% | 100% | 100% | 100% | *SLA Register containing date of receipt of request & submission to MM for signature) | |
| GG | GG 3 | Legal support | % of budget for contracted legal services spent | Percentage | Actual awaited | 100% | 25% | 50% | 75% | 100% | Budget Reports | KPI removed, not in approved IDP |
| GG | GG 1 | Public Participation | # of Mayoral (local) imbizos held | Number | Actual awaited | 4 | 1 | 1 | 1 | 1 | Minutes and Attendance register (1 Imbizo per cluster per quarter) | |
| GG | GG 3 | Office Administration | Purchase of office furniture and equipment for Office of the MM | Q1: Not applicable this quarter Q2: Procurement process for the acquisition of furniture (10%) Q3: Furniture procured for MM's offices and delivered (100%) Q4: Not applicable this quarter | New KPI | 100% | Not applicable this quarter | Furniture needs analysis and Procurement process for the acquisition of furniture (10%) | Furniture procured for MM offices and delivered (100%) | Not applicable this quarter | Quotations Proof of receipt of furniture | Budget reduced from R100 000 to R6059 |
| LED | LED 3 | Budget management | % of capital spent on projects as prioritised in IDP for specific year | Percentage | actual awaited | 100% | 100% | 100% | 100% | 100% | Capital Expenditure report 17/18 IDP project list | Incorrect Objective reflected in original SDBIP |
| GG | GG 3 | Council Support | % of GTM Council resolutions implemented | Percentage | actual awaited | 100% | 100% | 100% | 100% | 100% | Resolution register | |
| GG | GG 3 | Management and Administration | # Management meetings | Number | actual awaited | 26 | 7 | 6 | 6 | 7 | Minutes & Attendance Registers | |
| GG | GG 3 | Performance monitoring and reporting | Mid-year budget and performance report submitted to PT, COGHSTA, and AG by 25 Jan | Number | 1 | 1 | n/a | n/a | 1 | n/a | Mid-year Performance Report Acknowledgement of Receipt | |
| GG | GG 3 | Performance monitoring and reporting | Draft Annual Report tabled in Council by 31 Jan | Number | 1 | 1 | n/a | n/a | 1 | n/a | Draft Annual Report Council Minutes | |
| GG | GG 3 | Performance monitoring and reporting | Final Annual Report approved by Council by 31 March | Number | 1 | 1 | n/a | n/a | 1 | n/a | Final Annual Report Council Minutes | |
| GG | GG 3 | Performance monitoring and reporting | # of Quarterly SDBIP reports submitted to Council | Number | 4 | 4 | 1 | 1 | 1 | 1 | Quarterly Performance Reports Council Minutes | |

| 7.1 Service Delivery Targets (KPIs & Projects) - Office of the Municipal Manager (MM) | | | | | | | | | | | | |
|---|---------------------|--------------------------------------|---|---------------------|--|---------------|-------------------------------|----------------|----------------|-----------------|--|----------------------------------|
| Municipal KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 3 | Performance monitoring and reporting | # of Back to Basics statistical reports submitted to CoGTA by the 15th of each month | Number | 12 | 12 | 3 | 3 | 3 | 3 | B2B Reports, Acknowledgement of receipt | |
| GG | GG 3 | Performance monitoring and reporting | Draft Annual Performance Report submitted to the AG, Audit Committee and the Mayor by 31 August | Number | 1 | 1 | 1 | n/a | n/a | n/a | Acknowledgement of Receipt from AG, AC & Mayor | |
| GG | GG 3 | Performance monitoring and reporting | # of days taken to submit the SDBIP to the Mayor following budget approval | Number | Actual awaited | 28 | n/a | n/a | n/a | 28 | Acknowledgement of receipt - Mayor | |
| GG | GG 3 | Performance monitoring and reporting | # of quarterly performance reports audited | Number | 0 | 4 | 1 | 1 | 1 | 1 | Quarterly SDBIP Audit reports | |
| GG | | Risk Management | # of Anti-corruption and fraud committee meetings | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Agendas, Attendance register, Minutes | |
| GG | GG 3 | Risk Management | Strategic Risk Assessment report submitted to Council by 31 May | Number | Actual awaited | 1 | n/a | n/a | n/a | 1 | Risk Assessment Report Council Resolution | |
| GG | GG 3 | Risk Management | # of Risk management progress reports submitted to Council | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Risk Management progress Reports Council Minutes | |
| GG | GG 3 | Risk Management | # of UIF Investigation reports submitted to Public Accounts Committee (MPAC) | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Quarterly investigation reports (1 quarter delay) Acknowledgement of receipt | |
| GG | GG 3 | Risk Management | % of fraud and corruption cases reported on the hotline investigated | Percentage | actual awaited | 100% | 100% | 100% | 100% | 100% | Case register Investigative reports | KPI removed, not in approved IDP |
| GG | GG 3 | Risk Management | # of compliance monitoring reports submitted to Council | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Compliance monitoring Reports Council Minutes | |
| GG | GG 3 | Risk Management | # of risk committee meetings | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Invitations Agenda Attendance Register Minutes | |
| GG | GG 3 | Sound Governance | # of Internal Audit Steering Committee meetings | Number | actual awaited | 11 | 0 | 0 | 5 | 6 | Invitations Minutes Attendance Register | KPI removed, not in approved IDP |

7.1 Service Delivery Targets (KPIs & Projects) - Office of the Municipal Manager (MM)

| Municipal KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|---------------|---------------------|-------------------|--|---|--|---------------|--|--|--|------------------------------------|---|----------------------------------|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 3 | Sound Governance | Contracted Internal Audit services (Panel) | <p>Q1: Advertisement for the appointment of a pool of service providers (10%)</p> <p>Q2: Appointment of pool of service providers finalised (15%)</p> <p>Q3: Source quotations and appoint auditors (30%)</p> <p>Q4: Outsourced audits completed (100%)</p> | New project | 100% | Advertisement for the appointment of a pool of service providers (10%) | Appointment of pool of service providers finalised (15%) | Source quotations and appoint auditors (30%) | Outsourced audits completed (100%) | Advertisement Appointment letter Audit Reports | |
| GG | GG 3 | Sound Governance | Procurement of Electronic Audit System | <p>Q1: Advertisement for the appointment of a service provider (10%)</p> <p>Q2: Appointment finalised (30%)</p> <p>Q3: System configuration and training (75%)</p> <p>Q4: System fully functional and utilised by Division (100%)</p> | New project | 100% | 10% | 30% | 75% | 100% | Advertisement Appointment letter System reports | |
| GG | GG 3 | Sound Governance | Unqualified Audit opinion obtained from AG | Number | 1 | 1 | n/a | 1 | n/a | n/a | AG Audit Report | |
| GG | GG 3 | Sound Governance | # audit committee meetings | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Agendas, Attendance register | |
| GG | GG 3 | Sound Governance | # of Audit Committee packs distributed 7 days before the meeting | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Acknowledgement of receipt from external AC members | |
| GG | GG 3 | Sound Governance | 3 year Strategic Audit plan approved by Audit Committee by 30 June | Number | 1 | 1 | n/a | n/a | n/a | | 13 Year Strategic Risk Audit Plan AC minutes | |
| GG | GG 3 | Sound Governance | Reviewed Internal Audit Charter submitted & approved by Audit Committee by 30 June | Number | tbd | 1 | n/a | n/a | n/a | | 1 Audit Charter AC Minutes | |
| GG | GG 2 | Budget management | % of Operational budget spent | Percentage | Actual awaited | 100% | 25% | 50% | 75% | 100% | Budget Reports | |
| GG | GG 2 | Budget management | % Operating budget spent on Personnel costs (excl Salaries of councillors) | Percentage | Actual awaited | 35% | 35% | 35% | 35% | 35% | Budget Reports | KPI removed, not in approved IDP |
| GG | GG 2 | Budget management | % of Capital Budget spent | Percentage | Actual awaited | 100% | 25% | 25% | 25% | 25% | Budget Reports | |

7.1 Service Delivery Targets (KPIs & Projects) - Office of the Municipal Manager (MM)

| Municipal KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|---------------|---------------------|---------------------------------|--|---------------------|--|---------------|-------------------------------|----------------|----------------|-----------------|--|---------------------------------------|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 2 | Revenue Management | % equitable share received | Percentage | Actual awaited | 100% | 25% | 50% | 75% | 100% | Bank Statement DORA | |
| GG | GG 2 | Revenue Management | Draft Revenue Enhancement Strategy developed | Number | Actual awaited | 1 | n/a | n/a | n/a | 1 | Appointment letter for service provider or Partnership agreement Draft Revenue Enhancement Strategy | New KPI - activity in progress |
| GG | GG 2 | Supply Chain Management | % of Bids awarded within 2 weeks after adjudication resolution | Percentage | Actual awaited | 100% | 100% | 100% | 100% | 100% | SCM Submission register Bids approval by MM | |
| GG | GG 2 | Supply Chain Management | # of Tenders awarded that deviated from the adjudication committee recommendation | Number | Actual awaited | 0 | 0 | 0 | 0 | 0 | SCM Bid register Deviation Forms | |
| LED | LED 4 | Employee Performance Management | # of performance assessments for Sect 56/57 appointments | Number | 0 | 2 | 1 | 0 | 1 | 0 | Mid-year and Annual Assessment reports | |
| LED | LED 4 | Employee Performance Management | # of Senior Managers (MM & Directors) with signed performance agreements by 30 June | Number | 2 | 7 | n/a | n/a | n/a | 7 | Performance Agreements | |
| LED | LED 3 | Integrated Development Planning | # of IDP Steering Committee meetings | Number | 6 | 6 | 1 | 2 | 2 | 1 | Invitations Minutes & attendance registers | |
| LED | LED 3 | Integrated Development Planning | # of IDP Rep forum meetings | Number | 5 | 5 | 1 | 2 | 1 | 1 | Invitations Minutes & attendance registers | |
| LED | LED 3 | Integrated Development Planning | Draft IDP approved by Council by 31 March annually | Number | 1 | 1 | n/a | n/a | 1 | n/a | Draft IDP Council Minutes | |
| LED | LED 3 | Integrated Development Planning | Final IDP approved by Council by 31 May annually and submitted to CoGHSTA & Treasury | Number | 1 | 1 | n/a | n/a | n/a | 1 | Final IDP Council Minutes Acknowledgement of receipt by CoGHSTA & Treasury | |
| LED | LED 3 | Integrated Development Planning | Integrated infrastructure maintenance master plan developed | Number | New KPI | 1 | n/a | n/a | n/a | 1 | Integrated Infrastructure master plan developed | No budget allocated for this activity |
| SD | SD 3 | Disaster Management | Annual Disaster Management report submitted to Mopani District by 30 Sept | Number | 1 | 1 | 1 | n/a | n/a | n/a | Annual Report Acknowledgement of receipt from MDM | |
| SD | SD 3 | Disaster Management | Annual Disaster Management report submitted to Council by 31 Aug | Number | 1 | 1 | 1 | n/a | n/a | n/a | Disaster Management Report Council Resolution | |
| SD | SD 3 | Disaster Management | % Disaster incidences responded to (relieved) within 72-hours | Percentage | 100% | 100% | 100% | 100% | 100% | 100% | Disaster Relief forms | |

| 7.1 Service Delivery Targets (KPIs & Projects) - Office of the Municipal Manager (MM) | | | | | | | | | | | | |
|---|---------------------|------------------------------------|--|---------------------|--|---------------|-------------------------------|----------------|----------------|-----------------|--|---|
| Municipal KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 3 | Disaster Management | # of disaster awareness campaigns conducted | Number | 9 | 9 | 3 | 2 | 2 | 2 | Programme for Awareness Campaigns Attendance Register Agenda | |
| SD | SD 3 | Youth, Gender & Disability support | # of new Jobs created by Municipal Capital projects for youth | Number | Actual awaited | 596 | 0 | 149 | 149 | 149 | Consolidated Job creation reports Beneficiary List | |
| SD | SD 3 | Youth, Gender & Disability support | # of new Jobs created by Municipal Capital projects for women | Number | Actual awaited | 596 | 0 | 149 | 149 | 149 | Consolidated Job creation reports Beneficiary List | Incorrect Objective reflected in original SDBIP |
| SD | SD 3 | Youth, Gender & Disability support | # of new Jobs created by Municipal Capital projects for disabled persons | Number | Actual awaited | 22 | 5 | 6 | 5 | 6 | Consolidated Job creation reports Beneficiary List | Incorrect Objective reflected in original SDBIP |

7.2 Service Delivery Targets (KPIs & Projects) - Office of the Chief Financial Officer (CFO)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|-------------------------------|--|--|--|---------------|--|---|---|--|---|--|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 3 | Asset Management | Implementation of Assets Management (R2 831 000) | Q1: Investigations into assets not found, Verification and impairment of assets, Calculation of depreciation and unbundling of assets. Ongoing - Reconciliation of assets with the general ledger, Asset register updates, recording of assets for disposals and preparation of journals (clearing of suspense accounts) (40%) Q2: Reconciliation of assets with the general ledger, Asset register updates, recording of assets for disposals and preparation of journals (clearing of suspense accounts) (60%) Q3: Reconciliation of assets with the general ledger, Asset register updates, recording of assets for disposals and preparation of journals (clearing of suspense accounts) (80%) Q4: Reconciliation of assets with the general ledger, Asset register updates, recording of assets for disposals and preparation of journals (clearing of suspense accounts) (100%) | Actual awaited | 100% | Investigations into assets not found, Verification and impairment of assets completed, Calculation of depreciation and unbundling of assets completed. Ongoing - Reconciliation of assets with the general ledger, Asset register updates, recording of assets for disposals and preparation of journals (clearing of suspense accounts) (40%) | Reconciliation of assets with the general ledger, Asset register updates, recording of assets for disposals and preparation of journals (clearing of suspense accounts) (60%) | Reconciliation of assets with the general ledger, Asset register updates, recording of assets for disposals and preparation of journals (clearing of suspense accounts) (80%) | Reconciliation of assets with the general ledger, Asset register updates, recording of assets for disposals and preparation of journals (clearing of suspense accounts) (100%) | *Asset Management annual Plan *Asset Verification Report *Asset Management Reports from ARMS *Monthly reconciliations of suspense accounts | |
| GG | GG 3 | Management and Administration | # of Departmental meetings held (CFO) | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Minutes & Attendance Registers | KPI removed - not in approved SDBIP only in Performance Plan |
| GG | GG 3 | Office Administration | Purchase of office furniture and equipment for Office of the CFO | Q1: Not applicable this quarter Q2: Procurement process for the acquisition of furniture (10%) Q3: Furniture procured for CFO offices and delivered (100%) Q4: Not applicable this quarter | New KPI | 100% | Not applicable this quarter | Furniture needs analysis and Procurement process for the acquisition of furniture (10%) | Furniture procured for CFO offices and delivered (100%) | Not applicable this quarter | Quotations Proof of receipt of furniture | Budget reduced from R100 000 to R96143 |
| GG | GG 3 | Regulatory Framework | # of finance related policies revised annually | Number | 17 | 17 | n/a | n/a | n/a | 17 | Budget Policies Council Resolution | |
| GG | GG 3 | Sound Governance | # of mSCOA progress reports submitted to Council | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Minutes & attendance Register | |
| GG | GG 3 | Sound Governance | # of MSCOA Steering Committee meetings | Number | actual awaited | 12 | 3 | 3 | 3 | 3 | *MSCOA Process Plan *Quarterly MSCOA reports *Council Resolution | |
| GG | GG 3 | Supply Chain Management | # of contract management reports submitted to Council | Number | Actual awaited | 12 | 3 | 3 | 3 | 3 | Monthly Contract Management Report Council Minutes | KPI to be removed - not responsibility of CFO |
| GG | GG 2 | Asset Management | Annual Asset verification report concluded by 30 August '18 | Number | 1 | 1 | 1 | n/a | n/a | n/a | Annual Asset Verification report | |
| GG | GG 2 | Budget management | Draft Budget submitted to Council by 31 March annually | Number | 28-Mar | 1 | n/a | n/a | 1 | n/a | Draft Budget Council resolution | |
| GG | GG 2 | Budget management | Annual Budget tabled by 31 May annually | Number | 25 May '18 | 1 | n/a | n/a | n/a | 1 | Budget Council resolution | |
| GG | GG 2 | Budget management | Annual Adjustment budget approved by Council by 28 Feb | Number | 28-Feb | 1 | n/a | n/a | 1 | n/a | Adjustment Budget Council resolution | |
| GG | GG 2 | Budget management | Cost coverage | Ratio | 1.6 | 1.60% | n/a | 1.6 | n/a | 1.6 | Financial reports Financial viability calculations | |
| GG | GG 2 | Budget management | Debt coverage | Ratio | 18.3 | 18.30% | n/a | 18.3 | n/a | 18.3 | Financial reports Financial viability calculations | |
| GG | GG 2 | Expenditure Management | % creditors paid within 30 days | Percentage | Actual awaited | 100% | 100% | 100% | 100% | 100% | Monthly reports Creditors Age Analysis Report | |
| GG | GG 2 | Expenditure Management | % of Finance Management Grant Spent | Percentage | Actual awaited | 100% | 25% | 50% | 75% | 100% | Monthly Expenditure Report | |

7.2 Service Delivery Targets (KPIs & Projects) - Office of the Chief Financial Officer (CFO)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|-------------------------|---|--|--|---------------|--|--|--|--|--|--|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | | Financial Reporting | # of Section 71 (MFMA) reports submitted to NT & PT by no later than 10 working days after the end of the month | Number | 12 | 12 | 3 | 3 | 3 | 3 | Acknowledgement of receipt by NT & PT | |
| GG | GG 2 | Financial Reporting | Annual Financial statements submitted to AG, PT and NT by 31 August annually | Number | 31-Aug-18 | 1 | 1 | n/a | n/a | n/a | Acknowledgement of receipt by AG & PT | |
| GG | GG 2 | Revenue Management | # of Households billed | Number | 25500 | 26 000 | 26 000 | 26 000 | 26 000 | 26 000 | Billing reports | |
| GG | GG 2 | Revenue Management | Outstanding service debtors to revenue | Ratio | 39.4 | 39.4 | n/a | 39.4 | n/a | 39.4 | Financial reports Financial viability calculations | |
| GG | GG 2 | Revenue Management | # of indigents registered on indigent register | Number | 36732 | 25764 | 25764 | 25764 | 25764 | 25764 | Indigent register | KPI name aligned with IDP |
| GG | GG 2 | Revenue Management | % Accuracy of Contracted meter reading and credit control services | Percentage | Actual awaited | 95% | 95% | 95% | 95% | 95% | Billing report Invoice & Report from Service Provider | |
| GG | GG 2 | Revenue Management | Contracted services valuation roll (R2,000,000) | Q1: Monitor the re-valuation of properties in line with land use changes approved by PED, ensure capturing of new values on financial system, monitor expenditure (25%) Q2: Monitor the re-valuation of properties in line with land use changes approved by PED ensure capturing of new values on financial system, monitor expenditure (50%) Q3: Monitor the re-valuation of properties in line with land use changes approved by PED ensure capturing of new values on financial system, monitor expenditure (75%) Q4: Monitor the re-valuation of properties in line with land use changes approved by PED ensure capturing of new values on financial system, monitor expenditure (100%) | Actual awaited | 100% | Monitor the re-valuation of properties in line with land use changes approved by PED ensure capturing of new values on financial system, monitor expenditure (25%) | Monitor the re-valuation of properties in line with land use changes approved by PED ensure capturing of new values on financial system, monitor expenditure (25%) | Monitor the re-valuation of properties in line with land use changes approved by PED ensure capturing of new values on financial system, monitor expenditure (25%) | Monitor the re-valuation of properties in line with land use changes approved by PED ensure capturing of new values on financial system, monitor expenditure (25%) | Monthly updated Register of requests for adhoc valuations Service provider Monthly Reports | |
| GG | GG 2 | Supply Chain Management | Demand Management Plan approved by Council by 30 June Annually | Number | Plan approved but not on time | 1 | n/a | n/a | n/a | 1 | Demand Management Plan Council Minutes | |
| GG | GG 2 | Supply Chain Management | # of SCM reports submitted to national treasury | Number | 12 | 12 | 3 | 3 | 3 | 3 | Monthly SCM reports Acknowledgement of receipt from Treasury | KPI removed - not a statutory requirement |
| SD | SD 1 | Free Basic Services | R-value of Free Basic Electricity to Households | R-value | Actual awaited | R 4 400 000 | R 1 100 000 | R 1 100 000 | R 1 100 000 | R 1 100 000 | FBE Payments | Quarterly targets corrected |
| SD | SD 1 | Free Basic Services | % of households earning less than R1100 served with free basic electricity (registered as indigents) | Percentage | 100% (25764) | 100% (36,732) | 100% | 100% | 100% | 100% | Indigent Register & Eskom and GTM connection lists | KPI wording aligned with IDP |
| SD | SD 1 | Free Basic Services | % of households earning less than R1100 served with free basic waste removal (registered as indigents) | Percentage | 7% | 10% | 10% | 10% | 10% | 10% | Indigent register Billing Report | |
| SD | SD 1 | Free Basic Services | Total number of registered indigent households who received free basic water and sanitation (GTM service area) | Number | 1380 | 1525 | 1525 | 1525 | 1525 | 1525 | Indigent register Billing Report | |
| SD | SD 2 | Asset Management | R-value spent on maintenance of electricity infrastructure as % of asset value | Percentage | Actual awaited | 2.0% | n/a | n/a | n/a | 2.0% | Asset Register Expenditure Reports | Target adjusted to be in line with adjustment budget |
| SD | SD 2 | Asset Management | R-value spent on maintenance of municipal buildings as % of asset value | Percentage | Actual awaited | 7.5% | n/a | n/a | n/a | 7.5% | Asset Register Expenditure Reports | Target adjusted to be in line with adjustment budget |
| SD | SD 2 | Asset Management | R-value spent on maintenance of roads as % of asset value | Percentage | Actual awaited | 2.1% | n/a | n/a | n/a | 2.1% | Asset Register Expenditure Reports | Target adjusted to be in line with adjustment budget |

7.2 Service Delivery Targets (KPIs & Projects) - Office of the Chief Financial Officer (CFO)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|------------------|---|---------------------|--|---------------|-------------------------------|----------------|----------------|-----------------|------------------------------------|--|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 2 | Asset Management | R-value spent on maintenance of the fleet as % of asset value | Percentage | Actual awaited | 32.5% | n/a | n/a | n/a | 32.5% | Asset Register Expenditure Reports | Target adjusted to be in line with adjustment budget |

7.3 Service Delivery Targets (KPIs & Projects) - Corporate Services Department (CORP)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|--------------------------------|--|---------------------|--|---------------|-------------------------------|----------------|----------------|-----------------|--|----------------------------------|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 4 | Human Resource Management | % Staff turnover | Percentage | actual awaited | 6.6% | n/a | n/a | n/a | 6.6% | Staff establishment | |
| GG | GG 4 | Human Resource Management | # of people from employment equity target groups employed in the 3 highest levels of management in compliance with EE plan | Number | actual awaited | 27 | 27 | 27 | 27 | 27 | Employment Equity report | |
| GG | GG 4 | Human Resource Management | % Employees that are female | Percentage | actual awaited | 35% | n/a | 35% | n/a | 35% | Employment Equity report | |
| GG | GG 4 | Human Resource Management | % Employees that are youth | Percentage | actual awaited | 35% | n/a | 35% | n/a | 35% | Employment Equity report | |
| GG | GG 4 | Human Resource Management | % Employees that are disabled | Percentage | actual awaited | 2.2% | n/a | 2.2% | n/a | 2.2% | Employment Equity report | |
| SD | SD 4 | Capacity building and Training | # of employees trained | Number | actual awaited | 179 | 21 | 48 | 41 | 69 | Training Plan Attendance Register | KPI removed, not in approved IDP |
| SD | SD 4 | Human Resource Management | # of senior managers complying with financial minimum competency requirements | Number | Actual awaited | 35 | n/a | n/a | n/a | 35 | HR Monthly Reports Compliance Certificates | KPI removed, not in approved IDP |
| GG | GG 3 | Council Support | # of days taken to publicise MPAC reports, following Council approval | Number | actual awaited | 7 | 7 | 7 | 7 | 7 | Council Minutes Copy of Adverts Proof of Website placement | |
| GG | GG 3 | Council Support | # of Council meetings held | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Minutes and attendance registers | |
| GG | GG 3 | Council Support | # of Exco meetings held | Number | actual awaited | 26 | 6 | 7 | 6 | 7 | Minutes and attendance registers | |
| GG | GG 3 | Council Support | # of Portfolio Committee meetings held | Number | actual awaited | 108 | 27 | 27 | 27 | 27 | Committee meetings register | |
| GG | GG 3 | Human Resource Management | % of personnel budget spent | Percentage | actual awaited | 100% | 25% | 25% | 25% | 25% | Personnel Budget Staff Establishment reports | |
| GG | GG 3 | Human Resource Management | Organogram Review concluded by 30 May | Number | actual awaited | 1 | n/a | n/a | n/a | 1 | Organogram Council Resolution | KPI removed, not in approved IDP |
| GG | GG 3 | Information Technology | # Of ICT Steering Committee Meetings | Number | New KPI | 4 | 1 | 1 | 1 | 1 | Minutes and Attendance Register | |
| GG | GG 3 | Information Technology | Internet services procured by 30 Dec | Number | New KPI | 1 | n/a | 1 | n/a | n/a | SLA with Vodacom | |
| GG | | Information Technology | % of Network Availability at Satellite Offices | Percentage | New KPI | 80% | 80% | 80% | 80% | 80% | Solarwinds Reports | KPI removed, not in approved IDP |
| GG | GG 3 | Information Technology | Leasing of Desktops and Laptops & Councillor Tablets | | New Project | 100% | 90% | 100% | N/a | n/a | Specifications Appointment Letter Delivery acceptance note | |
| | | | | | | | | | | | | |

7.3 Service Delivery Targets (KPIs & Projects) - Corporate Services Department (CORP)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|--------------------------------|--|---|--|---------------|-------------------------------|----------------|----------------|-----------------|---|--|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 3 | Information Technology | Leasing and installation of Network switches, Routers and Firewall | Q1: Develop Specifications, procurement process concluded (90%) Q2: Delivery of network switches (20) and Routers & Firewall (9) completed | New Project | 100% | 90% | 100% | N/a | n/a | Specifications Appointment Letter Delivery acceptance note | |
| GG | GG 3 | Information Technology | Leasing and installation of Servers | Q1: Develop Specifications, procurement process concluded (90%) Q2: Delivery and installation of 2 servers completed | New Project | 100% | 90% | 100% | N/a | n/a | Specifications Appointment Letter Delivery acceptance note | |
| GG | GG 3 | Occupational Health and Safety | # of OHS committee meetings | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Notice of meeting Attendance Register Minutes | KPI removed, not in approved IDP |
| GG | GG 3 | Occupational Health and Safety | # of OHS inspections conducted | Number | actual awaited | 140 | 35 | 35 | 35 | 35 | Site Inspection Forms and/or OHS inspection reports | |
| GG | GG 3 | Occupational Health and Safety | Occupational Health and Safety risk assessment | Q1: Specifications and advertisement for the appointment of a service provider (10%) Q2: Service provider appointed (20%) Q3: Risk assessment conducted, draft report available (70%) Q4: Risk assessment report finalised. (100%) | New KPI | 100% | 10% | 20% | 70% | 100% | Specifications Advertisement Appointment Letter Risk Assessment Report | Cashflow insufficient to cover the project |
| GG | GG 3 | Records Management | # of awareness workshops to encourage proper filing of documentation | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Workshop programme Invitation Attendance Register | KPI removed, not in approved IDP |
| GG | GG 3 | Records Management | # of file audits conducted | Number | actual awaited | 12 | 3 | 3 | 3 | 3 | Register of Files Audited | KPI removed, not in approved IDP |
| GG | GG 1 | Communication | # of media engagements (briefings and media sessions) | Number | 4 | 4 | 1 | 1 | 1 | 1 | Notice of media briefing Attendance Register | |
| GG | GG 1 | Communication | # of newsletters produced | Number | 1 | 4 | 1 | 1 | 1 | 1 | Publications Website publication | |
| GG | GG 1 | Communication | # of statutory provisions (website) complied with as contained in Section 75 (a-i) of MFMA within 5 days of approval | Number | actual awaited | 12 | 12 | 12 | 12 | 12 | Printscreen of placements Website update register | |
| GG | GG 1 | Ward Committees | # Of community feedback meetings held | Number | actual awaited | 140 | 35 | 35 | 35 | 35 | Attendance Register Notice of meeting Minutes of meeting | |

7.3 Service Delivery Targets (KPIs & Projects) - Corporate Services Department (CORP)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|--------------------------------|--|--|--|---------------|---------------------------------|--|--|---------------------------------|---|--|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 1 | Public Participation | # Fully functional ward committees (Ward committees holding monthly meetings) | Number | 34 | 35 | 35 | 35 | 35 | 35 | Minutes of Ward committee meetings, Consolidated Monthly Ward reports | Programme aligned with IDP |
| GG | GG 1 | Public Participation | # of summarised quarterly ward reports submitted to Council | Number | 0 | 4 | 1 | 1 | 1 | 1 | Summarised Ward Reports (quarterly) Council Minutes | Programme aligned with IDP |
| GG | GG 4 | Human Resource Management | # of critical posts filled (MM, CFO, Engineer, Town Planner, CORP, Communications) | Number | 2 | 6 | 6 | 6 | 6 | 6 | Staff establishment | KPI removed, not in approved IDP |
| GG | GG 4 | Human Resource Management | # of Sect 56/57 positions vacant for more than 3 months | Number | 3 | 0 | 0 | 0 | 0 | 0 | Staff establishment | |
| GG | GG 3 | Office Administration | Purchase of office furniture and equipment for Corporate Services Department | Q1: Not applicable this quarter Q2: Procurement process for the acquisition of furniture (10%) Q3: Furniture procured for CORP offices and delivered (100%) Q4: Not applicable this quarter | New Project | 100% | Q1: Not applicable this quarter | Q2: Procurement process for the acquisition of furniture (10%) | Q3: Furniture procured for CORP offices and delivered (100%) | Q4: Not applicable this quarter | Quotations Invoices | Budget adjusted from R100 000 to R38 299 |
| SD | SD 4 | Capacity building and Training | # of senior managers complying with the minimum competency levels (MFMP) | Number | 3 | 7 | n/a | n/a | n/a | 7 | Qualifications of MM & Directors | |
| SD | SD 4 | Capacity building and Training | Work place skills plan submitted to LGSETA by 30 Apr | Number | 1 | 1 | n/a | n/a | n/a | 1 | WSP Acknowledgement of receipt | |
| SD | SD 4 | Capacity building and Training | % of municipal budget spent on implementing the Work Place Skills Plan | Percentage | actual awaited | 1% | n/a | n/a | n/a | 1% | Municipal Budget Training Budget Spent | National KPI to be included in the IDP |
| SD | SD 4 | Labour Relations | # of Local Labour Forum meetings | Number | actual awaited | 12 | 3 | 3 | 3 | 3 | LLF Invitations, Minutes and attendance registers | |

| 7.4 Service Delivery Targets (KPIs & Projects) - Community Services Department (CSD) | | | | | | | | | | | | |
|--|---------------------|---------------------------------|---|---|--|---------------|---------------------------------|--|---|---------------------------------|---|--|
| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 3 | Office Administration | Purchase of office furniture and equipment for Community Services Department | Q1: Not applicable this quarter Q2: Procurement process for the acquisition of furniture (10%) Q3: Furniture procured for CSD offices and delivered (100%) Q4: Not applicable this quarter | New Project | 100% | Q1: Not applicable this quarter | Q2: Procurement process for the acquisition of furniture (10%) | Q3: Furniture procured for CSD offices and delivered (100%) | Q4: Not applicable this quarter | Quotations Invoices | Budget reduced from R100 000 to R7 366 |
| GG | GG 3 | Safety and Security | # of theft cases from council buildings | Number | actual awaited | 0 | 0 | 0 | 0 | 0 | Theft & damages register Police Case number | |
| GG | GG 3 | Safety and Security | # community safety forum meetings | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Invitation Agenda Attendance Register | |
| SD | SD 2 | Cemetery Management | # of cemeteries maintained | Number | actual awaited | 8 | 8 | 8 | 8 | 8 | Monthly Reports Checklists | Strategic Objective aligned with IDP |
| SD | SD 3 | Environmental Health Management | # of environmental contravention pre compliance and compliance notices issued | Number | actual awaited | 60 | 15 | 15 | 15 | 15 | Pre compliance Notices Contravention Notices | |
| SD | SD 3 | Environmental Health Management | % compliance to the environmental legislation checklist | Percentage | actual awaited | 92% | n/a | n/a | n/a | 92% | Environmental Checklist | |
| SD | SD 3 | Environmental Health Management | Local Environmental Forum established by end December '18 | Number | actual awaited | 1 | n/a | 1 | n/a | n/a | Nomination forms Minutes of the inaugural meeting | KPI removed not in IDP |
| SD | SD 3 | Environmental Health Management | Hosting of GTM Cleanest School competition by 30 Jun | Number | actual awaited | 1 | n/a | n/a | n/a | 1 | Entry forms Assessment forms Programme and attendance Register for the Awards Ceremony | |
| SD | SD 3 | Environmental Health Management | % of water samples that comply with SANS 0241 | Percentage | actual awaited | 85% | 85% | 85% | 85% | 85% | Register of sampling results Sampling points Map | |
| SD | SD 3 | Environmental Health Management | # of food handling premises evaluated | Number | actual awaited | 120.00 | 30 | 60 | 90 | 120 | Monthly report. Evaluation forms. Food condemnation schedule for debiting. Income statement. | KPI removed not in IDP |
| SD | SD 3 | Environmental Health Management | % compliance to the vector control annual programme | Percentage | actual awaited | 100% | 100% | 100% | 100% | 100% | Vector control programme. Weekly Plan Monthly Report | KPI removed not in IDP |

7.4 Service Delivery Targets (KPIs & Projects) - Community Services Department (CSD)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|--|---|---|--|---------------|-------------------------------|---|---|--|---|---|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 3 | Environmental Health Management | Environmental education and awareness | Q1: n/a Q2: Workshop on Climate Change Adaptation for Ward Committees conducted (50%) Q3: 1 Awareness campaign in Relela cluster(100%) Q4: n/a | actual awaited | 100% | n/a | Workshop on Climate Change Adaptation for Ward Committees conducted (50%) | 1 Awareness campaign in Relela cluster(100%) | n/a | Invitations, attendance register and programme for workshop. Awareness campaign programme Attendance Registers for awareness campaign | KPI removed not in IDP |
| SD | SD 3 | Environmental Health Management | # of National Environmental Compliance monitoring and Enforcement reports submitted to LEDET. | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | Quarterly National Environmental Compliance monitoring and Enforcement Report(NECER) | KPI removed not in IDP |
| SD | SD 3 | Environmental Health Management | Construction of a bundwall at Erf 2990 Koedoe street | Q1: N/A Q2: N/A Q3: Procurement of a service provider completed (10%) Q4: Construction of a Bund wall completed (100%) | New initiative | 100% | n/a | n/a | Q3: Procurement of a service provider completed (10%) | Q4: Construction of a Bund wall completed (100%) | Appointment letter Project Progress Report Completion certificate | Project included, roll-over of Cleanest town prize money approved |
| SD | SD 3 | Environmental Health Management | Installation of oil and grease trap. | Percentage | New initiative | 100% | n/a | n/a | 10% | | Appointment letter Project Progress Report Completion certificate | Project included, roll-over of Cleanest town prize money approved |
| SD | | Environmental Health Management | # of Environmental Management Inspectorate (EMI) forum meetings | Number | actual awaited | 4 | 1 | 1 | 1 | 1 | EMI forum invitations Minutes Attendance Register | |
| SD | SD 3 | Environmental Health Management | % compliance to the facility cleansing plan | Percentage | actual awaited | 100% | 100% | 100% | 100% | 100% | Facility cleansing weekly plans. Budget Expenditure report. Monthly report | KPI removed not in IDP |
| SD | SD 3 | Library Services | # of library users | Number | actual awaited | 96200 | 24050 | 24050 | 24050 | 24050 | Tattletape statistics Monthly Reports | |
| SD | SD 3 | Library Services | # of special events arranged at Libraries (competitions or holiday programmes) | Number | actual awaited | 15 | 4 | 4 | 2 | 5 | Programme, announcement, programme | KPI removed not in IDP |
| SD | SD 3 | Maintenance and upgrade of parks and open spaces | m² of open spaces slashed (5 formal towns) | Number | actual awaited | 980000 | 245000 | 245000 | 245000 | 245000 | Monthly Reports Checklists | KPI removed not in IDP |
| SD | SD 3 | Maintenance and upgrade of parks and open spaces | m² of grass cut in municipal gardens, sidewalks and parks (5 formal towns) | Number | actual awaited | 636000 | 636000 | 636000 | 636000 | 636000 | Monthly Reports Checklists | KPI removed not in IDP |

7.4 Service Delivery Targets (KPIs & Projects) - Community Services Department (CSD)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|---|--|--|--|---------------|--|----------------|---|--|--|--------------------------------------|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 3 | Maintenance and upgrade of parks and open spaces | Greening Greater Tzaneen Municipality (tree planting) | Q1: Procurement of 100 trees completed (30%) Q2: Planting of trees at schools and RDP (100%) Q3: n/a Q4: n/a | new project | 100% | 30% | 100% | n/a | n/a | Distribution list Invoices | |
| SD | SD 3 | Maintenance of Sports and Recreational facilities | # of sport facilities maintained (pitch & pool) | Number | New KPI | 3 | 3 | 3 | 3 | 3 | Weekly Plan Monthly reports (Nkowanowa & Lenyenye) | KPI removed not in IDP |
| SD | SD 3 | Sport, Arts and Culture | Internal Sports Activities coordinated | Q1: 2 x Mass meetings in August. Preparatory games are coordinated. Coordinate participation in SAIMSA games in September. (50%) Q2: n/a Q3: Ensure that practise for all sporting codes starts. 1 X Executive meeting by end March. Preparatory games are coordinated for SAIMSA & IMSA (75%) Q4: Facilitate participation in provincial SAIMSA games (100%) | actual awaited | 100% | 2 x Mass meetings in August. Preparatory games are coordinated. Coordinate participation in SAIMSA games in September. (50%) | n/a | Ensure that practise for all sporting codes starts. 1 X Executive meeting by end March. Preparatory games are coordinated for SAIMSA & IMSA (75%) | Facilitate participation in provincial SAIMSA games (100%) | Annual Programme Weekly plan Minutes & Attendance registers of meetings Results of SAIMSA National and Provincial Games | |
| SD | SD 3 | Sport, Arts and Culture | Coordination of Local, District, Provincial and National Sports, Arts & Culture activities | Q1: Preparatory meeting for Arts and Culture event by Aug. Coordinate Arts & Culture events by end September (50%) Q2: n/a Q3: n/a Q4: Coordinate indigenous games. Golden Games cluster events arranged (100%) | actual awaited | 100% | Preparatory meeting for Arts and Culture event by Aug. Coordinate Arts & Culture events by end September (50%) | n/a | n/a | Coordinate indigenous games. Golden Games cluster events arranged (100%) | Annual Programme of events Minutes and attendance registers of cluster meetings Results of the Indigenous games | |
| SD | SD 3 | Waste Management | R-value spent on waste management | R-value | actual awaited | R 87 341 959 | R - | R 21 835 490 | R 21 835 490 | R 21 835 490 | Budget Expenditure-reports | Strategic Objective aligned with IDP |
| SD | SD 3 | Waste Management | # of Rural Waste Service Areas serviced (Level 2 service) | Number | 40 | 40 | 40 | 40 | 40 | 40 | <ul style="list-style-type: none"> EPWP Transporter of Waste (ToW) Payment-advices 1 x approved T.o.W.- Timesheet signed off by Ward Committee & Traditional Authority | |

| 7.4 Service Delivery Targets (KPIs & Projects) - Community Services Department (CSD) | | | | | | | | | | | | |
|--|---------------------|--|---|--|--|---------------|--|---|--|-----------------|---|------------------------|
| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 3 | Waste Management | Number of Urban Waste Service areas serviced | Number | 5 | 5 | 5 | 5 | 5 | 5 | <ul style="list-style-type: none"> 1 x Removal-map for each urban suburb Category Tariff Summary reports for urban suburbs Monthly Stats.-report | |
| SD | SD 3 | Waste Management | # of Households with access to basic level of solid waste management services | Percentage | actual awaited | 47822 | 47822 | 47822 | 47822 | 47822 | "Informal-demarcated" removal scheduled-maps @ rural Waste Service Areas (W.S.A.'s) | |
| SD | SD 3 | Waste Management | % Compliance with landfill site license requirements | Percentage | new project | 100% | 90% | 90% | 90% | 90% | Quarterly Internal Audit Report | KPI removed not in IDP |
| SD | SD 3 | Waste Management | Urban Waste Kerbside collection | Q1: Kerbside collections on a weekly basis for 8580 urban Households (100%) Q2: Kerbside collections on a weekly basis for 8580 urban Households (100%) | 100% | 100% | 100% | 100% | 100% | 100% | <ul style="list-style-type: none"> Category-Tariff-Summary report for urban suburbs | |
| SD | SD 3 | Waste Management | Solid Waste Litterpicking in GTM area | Q1: Monthly monitoring of 140 litterpicking routes (100%) Q2: Monthly monitoring of 140 litterpicking routes (100%) | new project | 100% | 100% | 100% | 100% | 100% | <ul style="list-style-type: none"> Litter-picking Routes 1 example of a Litterpicking Timesheet | |
| SD | SD 3 | Waste Management | Public Toilet Management | Q1: Monthly monitoring of 10 public toilets blocks (100%) Q2: Monthly monitoring of 10 public toilets blocks (100%) Q3: Monthly monitoring of 10 public toilets blocks (100%) Q4: Monthly monitoring of 10 public toilets blocks (100%) | new project | 100% | 100% | 100% | 100% | 100% | <ul style="list-style-type: none"> Public Toilet's Cleansing-schedule 1 example of a Public Toilet Teamleader's Timesheet/Visitation-checklist p.m. | |
| SD | SD 1 | Licensing and Testing services | # of compliance assessments on the conditions as set out in the SLA with Dept. of Transport (RA & DLTC) | Number | 0 | 12 | 3 | 3 | 3 | 3 | 1 SLA ticklist per station (1x Registration Authority & 2x Testing Stations) | |
| SD | SD 1 | Maintenance and upgrade of parks and open spaces | Procurement of Grasscutting machines for Nkawkawa, Lenyenyeni and Tzaneen | Q1: Draft specifications and advertisement for appointment of service provider (10%) Q2: Appointment of service provider finalised (20%) Q3: Delivery of grasscutting machines completed (100%) Q4: N/A | New project | 100% | Draft specifications and advertisement for appointment of service provider (10%) | Appointment of service provider completed (20%) | Delivery of grasscutting machines completed (100%) | n/a | <ul style="list-style-type: none"> Specifications Advertisement Appointment letter Delivery note | |
| SD | SD 1 | Traffic Services | Traffic fine collection rate [(Rand value received for fines/ R value of fines issued as %] | Percentage | actual awaited | 35% | 35% | 35% | 35% | 35% | Revenue reports Traffic Fine system report | |

| 7.4 Service Delivery Targets (KPIs & Projects) - Community Services Department (CSD) | | | | | | | | | | | | Reason for adjustment |
|--|---------------------|------------------|--------------------|---------------------|--|---------------|-------------------------------|----------------|----------------|-----------------|---|-----------------------|
| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 1 | Traffic Services | # of roadblocks | Number | 0 | 4 | 1 | 1 | 1 | 1 | Programme of Roadblocks Weekly plans Monthly report | |

7.5 Service Delivery Targets (KPIs & Projects) - Electrical Engineering Department (EED)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|--|---|---|--|---------------|--|--|---|---|---|---|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| GG | GG 4 | Human Resource Management | # of employees with technical skills/capacity (engineers & technicians - EED & ESD) | Number | 19 | 26 | n/a | n/a | n/a | 26 | HR Monthly Reports Compliance Certificates | KPI reallocated to CORP as per IDP |
| GG | GG 3 | Office Administration | Purchase of office furniture and equipment for Electrical Engineering Dpt | Q1: Not applicable this quarter Q2: Procurement process for the acquisition of furniture (10%) Q3: Furniture procured for EED offices and delivered (100%) Q4: Not applicable this quarter | No furniture procured | 100% | Not applicable this quarter | Procurement process for the acquisition of furniture (10%) | Furniture procured for EED offices and delivered (100%) | Not applicable this quarter | Quotations Proof of receipt of furniture | |
| SD | SD 1 | Electricity Infrastructure | % of households with access to electricity | Percentage | Actual Awaited | 98% | n/a | n/a | n/a | 98% | Electrification reports | |
| SD | SD 1 | Electricity Infrastructure Development | # of households with access to electricity | Number | Actual Awaited | 107 878 | n/a | n/a | n/a | 107 878 | Electrification reports | |
| SD | SD 1 | Fleet Management | Purchase of Crane for Electrical Engineering | Q1: Appointment of service provider completed (50%) Q2: Delivery of crane and training of driver/operator completed (100%) Q3: n/a Q4: n/a | New project | 100% | Appointment of service provider completed (50%) | Delivery of crane and training of driver/operator completed (100%) | n/a | n/a | Appointment letter Delivery note | Item moved to ESD |
| SD | SD 1 | Electricity Infrastructure Development | Entrance Streetlights R71 from Polokwane (Adshade bridge to the Voortrekker street robot) | Q1: Specifications completed and consultant appointed (10%). Q2: Appointment of contractor completed (20%). Q3: Construction in progress (50%). Q4: Entrance streetlights R71 completed (100%) | New project | 100% | Specifications completed and consultant appointed (10%). | Appointment of contractor completed (20%). | Construction in progress (50%). | Entrance streetlights R71 completed (100%) | Appointment Letter Progress reports Completion certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 1 | Electricity Infrastructure Development | R71 Deerpark Traffic circle lights (From Voortrekker street traffic light up to traffic circle) | Q1: Specifications completed and consultant appointed (10%) Q2: Appointment of contractor completed (20%) Q3: Construction in progress (50%) Q4: Deerpark Traffic circle lights completed (100%) | New project | 100% | Specifications completed and consultant appointed (10%) | Appointment of contractor completed (20%) | Construction in progress (50%) | Deerpark Traffic circle lights completed (100%) | Appointment Letter Progress reports Completion certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 1 | Electricity Infrastructure Development | Area Lighting at R36 Kujwana turn off | Q1: Specifications completed and appointment of consultant (10%) Q2: Appointment of service provider completed (20%) Q3: Construction in progress (50%) Q4: Area lighting at R36 Kujwana turn-off completed (100%) | New project | 100% | Specifications completed and appointment of consultant (10%) | Appointment of service provider completed (20%) | Construction in progress (50%) | Area lighting at R36 Kujwana turn-off completed (100%) | Appointment Letter Progress reports Completion certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Shongani village Phase 2 (85 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction at 50% (60%) Q4: Electrification of Shongani village Phase 2 (85 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction at 50% (60%) | Electrification of Shongani village Phase 2 (85 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Removed as this is an ESKOM project |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Burgersdorp Phase 2 (25 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Burgersdorp Phase 2 (25 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Burgersdorp Phase 2 (25 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Removed as this is an ESKOM project |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Motseteng (250 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Motseteng (250 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Motseteng (250 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Move to 19/20 ESKOM reported insufficient capacity to supply the area |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Mokgoloboto (89 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Mokgoloboto (89 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Mokgoloboto (89 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Removed as this is an ESKOM project |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Mariveni C (123 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Mariveni C (123 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Mariveni C (123 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Zanghoma (13 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Zanghoma (13 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Zanghoma (13 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | |

7.5 Service Delivery Targets (KPIs & Projects) - Electrical Engineering Department (EED)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|--|--|---|--|---------------|--|---------------------------------|------------------------|---|---|---|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Lenyenye (85 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Lenyenye (85 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Lenyenye (85 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Move to 19/20 ESKOM reported insufficient capacity to supply the area |
| SD | | Electricity Infrastructure Development | Electrification of Mandhakazi Marikani Extension 2 (138 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Mandhakazi Marikani Extension 2 (138 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Mandhakazi Marikani Extension 2 (138 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Mbhekwana (53 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Mbhekwana (53 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Mbhekwana (53 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Relela (41 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Relela (41 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Relela (41 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Jokong and Moleketla (35 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Jokong and Moleketla (35 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Jokong and Moleketla (35 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Removed as this is an ESKOM project |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Semarela, Thapoelo and Sethone (30 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Semarela, Thapoelo and Sethone (30 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Semarela, Thapoelo and Sethone (30 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Removed as this is an ESKOM project |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Setheeni (32 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Setheeni (32 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Setheeni (32 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Project will be implemented by Eskom as post connections). Municipality to do change control with DoE |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Mogapeng (Mmaphuti) (79 Units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Mogapeng (Mmaphuti) (79 Units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Mogapeng (Mmaphuti) (79 Units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Removed as this is an ESKOM project |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Mackery Ext 7 (68 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Mackery Ext 7 (68 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Mackery Ext 7 (68 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Nabane (22 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Nabane (22 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Nabane (22 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Name corrected |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Marumofase (22 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Marumofase (22 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Marumofase (22 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | |

7.5 Service Delivery Targets (KPIs & Projects) - Electrical Engineering Department (EED)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|---|---|---|--|---------------|--|--|---|--|---|--|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of New Phepene (29 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of New Phepene (29 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of New Phepene (29 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | Move to 1920 ESKOM reported sufficient capacity to supply the area |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Mottawa (78 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Mottawa (78 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Mottawa (78 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | |
| SD | SD 1 | Electricity Infrastructure Development | Electrification of Gavaza (16 units) | Q1: Appointment of service provider finalised (5%) Q2: Designs approved by ESKOM (10%) Q3: Construction 50% (60%) Q4: Electrification of Gavaza (16 units) completed (100%) | New project | 100% | Appointment of service provider finalised (5%) | Designs approved by ESKOM (10%) | Construction 50% (60%) | Electrification of Gavaza (16 units) completed (100%) | Appointment Letter Approval letter on Designs from ESKOM Project progress reports Handover certificate PCS File (ESKOM) | |
| SD | SD 2 | Asset Management | Replacement of Existing Air conditioners in Municipal Buildings (in phases) | Q1: Identify faulty aircons and prioritise (10%) Q2: Procurement of airconditioners (20%) Q3: Installation of airconditioners in progress (60%) Q4: Replacement of 4 airconditioners in Municipal Buildings completed (100%) | New project | 100% | Identify faulty aircons and prioritise (10%) | Procurement of airconditioners (20%) | Installation of airconditioners in progress (60%) | Replacement of 4 Air conditioners in Municipal Buildings completed (100%) | Progress report Completion certificate | Project name aligned with IDP and budget |
| SD | SD 2 | Cost Recovery | % Electricity loss (Kwh) | Percentage | Actual Awaited | 18% | n/a | n/a | n/a | 18% | Eskom account Revenue reports | |
| SD | SD 2 | Cost Recovery | Kilow Watt Hour Electricity loss (Kwh) | Kilow Watt Hour | tbd | 37 814 098 | n/a | n/a | n/a | 37 814 098 | Eskom account Revenue reports | |
| SD | SD 2 | Electricity network upgrade and maintenance | Km of overhead lines rebuilt | Kilometres | 0 | 71 | n/a | n/a | n/a | 71 | Project Progress reports Completion certificates | Annual Target aligned with IDP |
| SD | SD 2 | Electricity network upgrade and maintenance | Km of Electrical underground High Tension (11kv) cable replaced | Kilometres | tbd | 0.5 | n/a | n/a | n/a | 0.5 | Project Progress reports Completion certificates | |
| SD | SD 2 | Electricity network upgrade and maintenance | R-value electricity maintenance | R-value | Actual Awaited | R 53 790 875 | R 13 447 719 | R 13 447 719 | R 13 447 719 | R 13 447 719 | Budget expenditure, (Vote 162/066, 173/066 & 608 183/066) | |
| SD | SD 2 | Electricity network upgrade and maintenance | Provision of Electrical Capital Tools (Customer Retail) | Q 1: Determine capital tool requirements for new appointees and status of current equipment (25%) Q2: Determine specifications for capital tools (50%) Q3: Procurement of capital tools in progress (75%) Q4: Procurement of 1 Notebook, 3x Earth sets, 2x 12m stepladders, 3x 6m stepladders, 2x Electrical cordless drill and 3x linebuilding equipment completed (100%) | Actual Awaited | 100% | Determine capital tool requirements for new appointees and status of current equipment (25%) | Determine specifications for capital tools (50%) | Procurement of capital tools in progress (75%) | Procurement of 1 Notebook, 3x Earth sets, 2x 12m stepladders, 3x 6m stepladders, 2x Electrical cordless drill and 3x linebuilding equipment completed (100%) | Quotations Proof of purchase Asset register update | Project name aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Provision of Electrical Tools (Operations and Maintenance) | Q 1: Determine capital tool requirements for new appointees and status of current equipment (25%) Q2: Determine specifications for capital tools (50%) Q3: Procurement of capital tools in progress (75%) Q4: Procurement of 1 Notebook, 3x Earth sets, 2x 12m stepladders, 3x 6m stepladders, 2x Electrical cordless drill and 3x linebuilding equipment completed (100%) | Actual Awaited | 100% | Determine capital tool requirements for new appointees and status of current equipment (25%) | Determine specifications for capital tools (50%) | Procurement of capital tools in progress (75%) | Procurement of 1 Notebook, 3x Earth sets, 2x 12m stepladders, 3x 6m stepladders, 2x Electrical cordless drill and 3x linebuilding equipment completed (100%) | Quotations Proof of purchase Asset register update | Project name aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of lines Greenfog to Haenertsburg (In phases) | Q1: Specifications completed and consultant appointed (10%) Q2: Appointment of contractor completed (20%) Q3: Construction in progress (50%) Q4: Rebuilding of lines Greenfog to Haenertsburg (6km) completed (100%) | New project | 100% | Specifications completed and consultant appointed (10%) | Appointment of contractor completed (20%) | Construction in progress (50%) | Rebuilding of lines Greenfog to Haenertsburg (6km) completed (100%) | Specifications Appointment Letter Project progress report Completion Certificate | ITEM to be moved to 1920 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of lines Gravelotte-De Neck (In phases) | Q1: Specifications completed and consultant appointed (10%) Q2: Appointment of contractor completed (20%) Q3: Construction in progress (50%) Q4: Rebuilding of lines Gravelotte-De Neck (2.5km) completed (100%) | New project | 100% | Specifications completed and consultant appointed (10%) | Appointment of contractor completed (20%) | Construction in progress (50%) | Rebuilding of lines Gravelotte-De Neck (2.5km) completed (100%) | Specifications Appointment Letter Project progress report Completion Certificate | ITEM to be moved to 1920 IDP and SDBIP due to DBSA funding programme |

7.5 Service Delivery Targets (KPIs & Projects) - Electrical Engineering Department (EED)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|---|---|---|--|---------------|---|---|--------------------------------|--|--|---|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of 33kv lines Lalapanzi-Waterbok in phases (In phases) | Q1 : Specifications completed and consultant appointed (10%) Q2 : Appointment of contractor completed (20%) Q3 : Construction in progress (50%) Q4: Rebuilding of 33kv lines Lalapanzi-Waterbok in phases (1.5km) completed (100%) | New project | 100% | Specifications completed and consultant appointed (10%) | Appointment of contractor completed (20%) | Construction in progress (50%) | Rebuilding of 33kv lines Lalapanzi-Waterbok in phases (1.5km) completed (100%) | Specifications Appointment Letter Project progress report Completion Certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Mashutti 11kv line (2km) (In phases) | Q1 : Specifications completed and consultant appointed (10%) Q2 : Appointment of contractor completed (20%) Q3 : Construction in progress (50%) Q4: Rebuilding of Mashutti 11kv line (2km) completed (100%) | New project | 100% | Specifications completed and consultant appointed (10%) | Appointment of contractor completed (20%) | Construction in progress (50%) | Rebuilding of Mashutti 11kv line (2km) completed (100%) | Specifications Appointment Letter Project progress report Completion Certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Deeside 11kv line (2.5km) (In phases) | Q1 : Specifications completed and consultant appointed (10%) Q2 : Appointment of contractor completed (20%) Q3 : Construction in progress (50%) Q4: Rebuilding of Deeside 11kv line (2.5km) completed (100%) | New project | 100% | Specifications completed and consultant appointed (10%) | Appointment of contractor completed (20%) | Construction in progress (50%) | Rebuilding of Deeside 11kv line (2.5km) completed (100%) | Specifications Appointment Letter Project progress report Completion Certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Yamorna/ Shivurali 11kv line (In phases) | Q1 : Specifications completed and consultant appointed (10%) Q2 : Appointment of contractor completed (20%) Q3 : Construction in progress (50%) Q4: Rebuilding of Yamorna/ Shivurali 11kv line (4km) completed (100%) | New project | 100% | Specifications completed and consultant appointed (10%) | Appointment of contractor completed (20%) | Construction in progress (50%) | Rebuilding of Yamorna/ Shivurali 11kv line (4km) completed (100%) | Specifications Appointment Letter Project progress report Completion Certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Ledzee 11kv line from LZ44 to Vandergrey Farm (In phases) | Q1 : Specifications completed and consultant appointed (10%) Q2 : Appointment of contractor completed (20%) Q3 : Construction in progress (50%) Q4: Rebuilding of Ledzee 11kv line from LZ44 to Vandergrey Farm (2.5km) completed (100%) | New project | 100% | Specifications completed and consultant appointed (10%) | Appointment of contractor completed (20%) | Construction in progress (50%) | Rebuilding of Ledzee 11kv line from LZ44 to Vandergrey Farm (2.5km) completed (100%) | Specifications Appointment Letter Project progress report Completion Certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of lines Letsitele Valley Substation - Bosbou and all T- off's (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding Letsitele Valley Substation - Bosbou and all T- off's (2.5 Km) completed. (100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding Letsitele Valley Substation - Bosbou and all T- off's (2.5Km) completed. (100%) | Progress report Completion Certificate | Project name aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Valencia 11Kv lines (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding of Valencia 11Kv lines (5km) completed (100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding of Valencia 11kv lines (5km) completed (100%) | Progress report Completion Certificate | Project name and target aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Lushof South 11kv line (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding of Lushof South 11kv line (2.5km) completed (100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding of Lushof South 11kv line (2.5km) completed (100%) | Progress report Completion Certificate | Project name aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Rooikoppies 11kv lines (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding of Rooikoppies 11kv lines (5km) completed (100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding of Rooikoppies 11kv lines (5km) completed (100%) | Progress report Completion Certificate | Project name aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Mabiet 11kv line (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding of Mabiet 11kv line (5km) completed (100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding of Mabiet 11kv line (5km) completed (100%) | Progress report Completion Certificate | Project name aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Haenertsburg 11kv lines (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding of Haenertsburg 11kv lines (5km) completed (100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding of Haenertsburg 11kv lines (5km) completed (100%) | Progress report Completion Certificate | Project name aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Campsies Glen 11kv lines (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding of Campsies Glen 11kv lines (5km) completed (100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding of Campsies Glen 11kv lines (5km) completed (100%) | Progress report Completion Certificate | Project name aligned with IDP and budget |

7.5 Service Delivery Targets (KPIs & Projects) - Electrical Engineering Department (EED)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|---|---|--|--|---------------|---|---|--|--|---|---|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Politsi Valley 11kv lines (5km) (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding of Politsi Valley 11kv lines (5km) completed (100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding of Politsi Valley 11kv lines (5km) completed (100%) | Progress report Completion Certificate | Project name aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of Mieliekloof/ Deerpark 11kv lines (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding of Mieliekloof/ Deerpark 11kv lines (2.5km) completed (100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding of Mieliekloof/ Deerpark 11kv lines (2.5km) completed (100%) | Progress report Completion Certificate | Project name aligned with IDP and budget |
| | | Electricity network upgrade and maintenance | Rebuilding Letaba Feeder 33kv line (In phases) | Q1: Procurement process and appointment of service provider (10%) Q2: Determination of scope of works (20%) Q3: Construction phase (60%) Q4: Rebuilding of Letaba Feeder 33kv lines completed (2.5km)(100%) | New project | 100% | Procurement process and appointment of service provider (10%) | Determination of scope of works (20%) | Construction phase (60%) | Rebuilding of Letaba Feeder 33kv lines completed (2.5km)(100%) | Progress report Completion Certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Upgrading of Waterbok 33/11kv substation (from 2 MVA to 4MVA) | Q1: Procurement of a contractor (10%) Q2: Construction of substation (physical construction at 25%) (35%) Q3: Construction at 40% (50%) Q4: Project completed(100%) | New project | 100% | Procurement of a contractor (10%) | Construction of substation (physical construction at 25%) (35%) | Q3: Construction, physical progress at 40% (50%) | Q4: Project completed (100%) | Progress report Completion Certificate | 17/18 and 18/19 project combined |
| SD | SD 2 | Electricity network upgrade and maintenance | Upgrading of Blacknoll 33/11kv substation from 2 MVA to 4MVA | Q1: Procurement of a contractor (10%) Q2: Construction of substation (physical construction at 25%) (35%) Q3: Construction (50%) Q4: Project completed(100%) | New project | 100% | Procurement of a contractor (10%) | Construction of substation (physical construction at 25%) (35%) | Q3: Construction, physical progress at 40% (50%) | Q4: Project completed (100%) | Progress report Completion Certificate | 17/18 and 18/19 project combined |
| SD | SD 2 | Electricity network upgrade and maintenance | Replace 2x 15 MVA 66/kv transformers (with 2x 20 MVA) at Tzaneen main sub (Phase 1 and 2) | Q1 : Appointment of Consultant (10%), Q2 : Approval of Designs (5%), Appointment of contractor (5%) (20%), Q3 : Ordering of Transformers and material: (30%), Q4 : Project progress at 30%. Run over 3 financial years (100%) | New project | 100% | Finalise Specifications to appoint contractor (10%) | Order transformers and switchgear (15%) | Q3: Ordering of Transformers and material: (30%), | Q4: Project progress at 30%. Run over 3 financial years (100%) | Specifications Order Progress report | Project name and target aligned with IDP and budget |
| | | Electricity network upgrade and maintenance | Build new 4MVA, 33kv substation at Agatha (Meyersrus T-off) (Phase 1) | Q1 : Tender process and appointment of consultant. Request for Procurement of land to locate substation submitted to PED (10%) Q2: Designs and appointment of service provider (15%) Q3: Construction of 7km of overheadlines 33kv completed (50%) Q4: 7km feeder line completed and land secured to construct substation (100%) | New project | 100% | Tender process and appointment of consultant. Request for Procurement of land to locate substation submitted to PED (10%) | Designs and appointment of service provider (15%) | Construction of 7km of overheadlines 33kv completed (50%) | 7km feeder line completed and land secured to construct substation (100%) | Specifications Order Progress report | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Substation fencing at major substations (In phases) | Q1: Procurement process and appointment of consultant (10%) Q2: Appointment of contractor completed(20%) Q3: Construction phase, physical construction at 50% (60%) Q4: Substation fencing at Tarentaal rand Main completed (100%) | New project | 100% | Procurement process and appointment of consultant (10%) | Appointment of contractor completed (20%) | Construction phase, physical construction at 50% (60%) | Substation fencing at Tarentaal rand Main completed (100%) | Progress report Completion Certificate | Project name and target aligned with IDP and budget |
| SD | SD 2 | Electricity network upgrade and maintenance | Refurbishment of the Ebenezer 33kv Feeder (2.5lm) (Phase 1) | Q1: Procurement process and appointment of contractor (10%) Q2: Construction phase, physical construction at 25% (40%) Q3: Construction phase, physical progress at 50% (60%) Q4: Refurbishment of the Ebenezer 33kv Feeder of 2.5km completed (100%) | New project | 100% | Procurement process and appointment of contractor (10%) | Construction phase, physical construction at 25% (40%) | Construction phase, physical progress at 50% (60%) | Refurbishment of the Ebenezer 33kv Feeder of 2.5km completed (100%) | Progress report Completion Certificate | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Replacing of old SS1 electrical substation circuit breakers with compact switchgear | Q1: Procurement of contractor (10%) Q2: Order switchgear, circuit breaker and mini-sub (25%) Q3: Construction of civil works Switching station SS1 commencing, physical progress at 25%. (50%) Q4: Construction of Switching station SS1 and installation of 11kv minibus completed (100%) | New project | 100% | Procurement of contractor (10%) | Order switchgear, circuit breaker and mini-sub (25%) | Construction of civil works Switching station SS1 commencing, physical progress at 25% (50%) | Construction of Switching station SS1 and installation of 11kv minibus completed(100%) | Appointment letters Progress reports Completion certificate | Budget increased from R4m to R10mil |
| SD | SD 2 | Electricity network upgrade and maintenance | Replacement of 11 kv and 33kv auto reclosers | Q1: Identify strategic location of auto-reclosers and place order (10%) Q2: Delivery of auto reclosers (20%) Q3: Installation of auto reclosers in progress (50%) Q4: Installation of 11 x 11kv transformers and 4 33kv Auto Reclosers completed (100%) | New project | 100% | Identify strategic location of auto-reclosers and place order (10%) | Delivery of auto reclosers (20%) | Installation of auto reclosers in progress (50%) | Installation of 11 x 11kv transformers and 4 33kv Auto Reclosers completed (100%) | Sketches Payment certificate Delivery Certificate Asset Register | Budget increased from R1.5m to R3 m |

7.5 Service Delivery Targets (KPIs & Projects) - Electrical Engineering Department (EED)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|---|--|---|--|---------------|---|---|---|--|---|---|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| | | Electricity network upgrade and maintenance | Renewal, Repairs and Maintenance on pre-paid meters and infrastructure at Politsi and Lemofontein | Q1: Specifications submitted to SCMU and order prepaid meters (10%) Q2: Appointment of service provider (25%) Q3: Retrofitting of prepaid meters in progress, physical progress at 30% (55%) Q4: Replacement of prepaid meters at Talana Hostel complete (100%) | Ongoing Project | 100% | Specifications submitted to SCMU and order prepaid meters (10%) | Appointment of service provider (25%) | Retrofitting of prepaid meters in progress, physical progress at 30% (55%) | Replacement of prepaid meters at Talana Hostel complete (100%) | Completion Certificate; Specifications; Appointment letter | ITEM to be moved to 19/20 IDP and SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | New electricity Connections (Consumer contributions spent on network feeder lines) | Q1: Funds received as services contributions spent on new connections and upgrade of 66kv wooden feeder line (Tarentaalrand to Tzaneen) (10%) Q2: Funds received as services contributions spent on new connections and upgrade of 66kv wooden feeder line (Tarentaalrand to Tzaneen) (20%) Q3: Funds received as services contributions spent on new connections and upgrade of 66kv wooden feeder line (Tarentaalrand to Tzaneen) (30%) Q4: Funds received as services contributions spent on new connections and upgrade of 66kv wooden feeder line (Tarentaalrand to Tzaneen) (100%) | Actual Awaited | 100% | Funds received as services contributions spent on new connections and upgrade of 66kv wooden feeder line (Tarentaalrand to Tzaneen) (10%) | Funds received as services contributions spent on new connections and upgrade of 66kv wooden feeder line (Tarentaalrand to Tzaneen) (20%) | Funds received as services contributions spent on new connections and upgrade of 66kv wooden feeder line (Tarentaalrand to Tzaneen) (30%) | Funds received as services contributions spent on new connections and upgrade of 66kv wooden feeder line (Tarentaalrand to Tzaneen) (100%) | New connections register Job card sign off Project progress reports | |
| SD | SD 1 | Electricity Infrastructure Development | New Entrance Street R36 streetlights (at High Grove Lodge and MacDonalds) | Q1 : Specifications completed (10%), Q2 : Procurement process completed (20%), Q3 : Construction in progress at 30% (50%), Q4 :Traffic lights at R36 completed (100%) | New project | 100% | n/a | n/a | Q3 : Construction in progress at 30% (50%), | Q4 :Traffic lights at R36 completed (100%) | Progress reports Completion Certificate | 17/18 project Included in the 18/19 SDBIP due to DBSA funding programme |
| SD | SD 1 | Electricity Infrastructure Development | Area Lighting at Tarentaal rand crossing | Q1 : Specifications completed (10%) Q2 : Procurement process completed (20%) Q3 : Construction in progress at 30% (50%) Q4 : Area Lighting at Tarentaalrand crossing completed (100%) | New project | 100% | n/a | n/a | Q3 : Construction in progress at 30% (50%) | Q4 : Area Lighting at Tarentaalrand crossing completed (100%) | Progress reports Completion Certificate | 17/18 project Included in the 18/19 SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Rebuilding of CP Minnaar 11kv lines (2km) | Q1: Appointment of Consultant (10%) Q2: Approval of Desings (5%) and Appointment of Contractor (5%) (20%) Q3: Construction, physical progress at 30% (50%) Q4: 2km of lines rebuilt, Project completed(100%) | New project | 100% | n/a | n/a | Q3: Construction, physical progress at 30% (50%) | Q4: 2km of lines rebuilt, Project completed (100%) | Progress reports Completion Certificate | 17/18 project Included in the 18/19 SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Houtbosdorp 11kv Ring (10km) | Q1: Appointment of Consultant (10%) Q2: Approval of Desings (5%) and Appointment of Contractor (5%) (20%) Q3: Construction, physical progress at 30% (50%) Q4: Project completed(100%) | New project | 100% | n/a | n/a | Q3: Construction, physical progress at 30% (50%) | Q4: Project completed(100%) | Progress reports Completion Certificate | 17/18 project Included in the 18/19 SDBIP due to DBSA funding programme |
| SD | SD 2 | Electricity network upgrade and maintenance | Substation tripping batteries (In phases) | Q1: Appointment of Consultant (10%) Q2: Approval of Desings (5%) and Appointment of Contractor (5%) (20%) Q3: Construction, physical progress at 30% (50%) Q4: Project completed batteries installed at Aqua sub, Tzaneen Main, and Skirving & Peace(100%) | New project | 100% | n/a | n/a | Q3: Construction, physical progress at 30% (50%) | Q4: Project completed batteries installed at Aqua sub, Tzaneen Main, and Skirving & Peace(100%) | Progress reports Completion Certificate | Project to be implemented in phases over 3 years, name aligned with IDP |
| SD | SD 2 | Electricity network upgrade and maintenance | Replacing 11kv cables for increased capacity in Tzaneen CBD (In phases) | Q1: Appointment of Consultant (10%) Q2: Approval of Desings (5%) and Appointment of Contractor (5%) (20%) Q3: Construction, physical progress at 30% (50%) Q4: Project completed from Old SAR to SS1 subs (100%) | New project | 100% | n/a | n/a | Q3: Construction, physical progress at 30% (50%) | Q4: Project completed from Old SAR to SS1 subs (100%) | Progress reports Completion Certificate | Project to be implemented in phases over 3 years, name aligned with IDP |
| SD | SD 2 | Electricity network upgrade and maintenance | Renewal, Repairs and Maintenance on pre-paid meters and infrastructure in phases (Talana, Politsi & Mieliekloof & Tarentaalrand) | Q1: Appointment of Consultant (10%) Q2: Approval of Desings (5%) and Appointment of Contractor (5%) (20%) Q3: Construction, physical progress at 30% (50%) Q4: Prepaid meters at Talana completed(100%) | New project | 100% | n/a | n/a | Q3: Construction, physical progress at 30% (50%) | Q4: Prepaid meters at Talana completed(100%) | Progress reports Completion Certificate | Project to be implemented in phases over 3 years, name aligned with IDP |
| SD | SD 2 | Electricity network upgrade and maintenance | Miniature Substation for Urban distribution network (In phases) | Q1 : Order submitted for Minisubs (10%), Q2 : Procurement process completed: Appointment of contractor (20%), Q3 : Construction in progress: Physical progress at 30% (50%), Q4 : Miniature Substation for Urban distribution network (AVBOB and old Cash& Carry) completed (100%). | New project | 100% | n/a | n/a | Q3: Construction, physical progress at 30% (50%) | Q4 : Miniature Substation for Urban distribution network completed (AVBOB and old Cash& Carry) (100%). | Progress reports Completion Certificate | Project to be implemented in phases over 3 years, name aligned with IDP |

| 7.6 Service Delivery Targets (KPIs & Projects) - Engineering Services Department (ESD) | | | | | | | | | | | | |
|--|---------------------|--|--|---|--|---------------|--|--|--|--|---|--|
| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| LED | LED 1 | Expanded Public Works | # of jobs created through municipal EPWP initiatives (FTE) | Number | 988 | 1084 | 108 | 271 | 325 | 380 | Project reports, EPWP reports | Audited actual for prior year |
| GG | GG 4 | Human Resource Management | # of employees with technical skills/capacity (engineers & technicians - ESD) | Number | actual awaited | 6 | 6 | 6 | 6 | 6 | HR Monthly Reports Compliance Certificates | KPI combined with one for EED and moved to CORP for reporting as in IDP |
| GG | GG 3 | Office Administration | Purchase of office furniture and equipment for Engineering Services Dept | Q1: Not applicable this quarter Q2: Procurement process for the acquisition of furniture (10%) Q3: Furniture procured for ESD offices and delivered (100%) Q4: Not applicable this quarter | No furniture procured | 100% | Not applicable this quarter | Procurement process for the acquisition of furniture (10%) | Furniture procured for ESD offices and delivered (100%) | Not applicable this quarter | Quotations Proof of receipt of furniture | Budget reduced from R100 000 to R33 555 |
| GG | GG 2 | Budget management | % MIG funding spent | Percentage | 100% | 100% | 15% | 50% | 75% | 100% | Budget printout | Audited actual for prior year |
| SD | SD 1 | Building Control | # of contravention notices issued to decrease non-compliance to building regulations | Number | 34 | 40 | 9 | 10 | 11 | 10 | Register of contraventions | Audited actual for prior year |
| SD | SD 1 | Fleet Management | % of availability of Fleet. | Percentage | Actual awaited | 60% | 60% | 60% | 60% | 60% | Request for repair forms Workflow Register (Total no of fleet vs functional fleet) Monthly report | |
| SD | SD 1 | Fleet Management | Purchase of 2x 11m3 compactor solid waste trucks, heavy duty crane, 9x 4x4 electrical bakkies and 2 x 4x2 ldvs | Q1: Appointment of service provider completed (50%) Q2: Delivery of 2 compactor solid waste trucks, heavy duty crane, 9x 4x4 electrical bakkies and 2 x 4x2 LDV's completed (100%) Q3: N/A Q4: N/A | New project | 100% | Appointment of service provider completed (50%) | Delivery of 2 compactor solid waste trucks, heavy duty crane, 9x 4x4 electrical bakkies and 2 x 4x2 LDV's completed (100%) | n/a | n/a | Appointment letter Delivery note Vehicle Licence registrations | Was operational project for funding through finance lease, included in adjusted capital budget |
| SD | SD 1 | Fleet Management | Purchase heavy duty crane for EED | Q3: Delivery of Heavy duty crane completed (100%) Q4: N/A | New project | 100% | n/a | n/a | Q3: Delivery of Heavy duty crane completed (100%) | n/a | Deliver note | Moved from Operational to Capital (source of funding changed) |
| SD | SD 1 | Fleet Management | Purchase 9 LDV's (4x4) for Electrical dept | Q3: n/a Q4: Procurement and delivery of 4 LDV's for Electrical Engineering completed (100%) | New project | 100% | n/a | n/a | n/a | Q4: Procurement and delivery of 4 LDV's for Electrical Engineering | Appointment letter Delivery note Vehicle Licence registrations | from finance lease to own capital) |
| SD | SD 1 | Maintenance and upgrading of municipal buildings | Upgrading of old fire station building and Civic centre | Q1: Appointment of consultant to do design. Advertisement for contractor (10%) Q2: Appointment of contractor finalised (20%) Q3: Designs completed and presented to Executive Committee (40%) Q4: Advertise and appoint contractor for installation of passenger lift (100%) | New project | 100% | Appointment of consultant to do design. Advertisement for contractor (10%) | Appointment of contractor finalised (20%) | Q3: Designs completed and presented to Executive Committee (40%) | Q4: Advertise and appoint contractor for installation of passenger lift (100%) | Appointment letters Project progress reports Design report. Tender advert | Loan not secured to fund project, budget reduced during adjustment for funding under own capital |
| SD | SD 1 | Maintenance and upgrading of municipal buildings | Additions to existing Tzaneen stores, including fencing | Q1: Draft specifications and advertisement for appointment of service provider (10%) Q2: Appointment of service provider completed (20%) Q3: Construction, additions to existing stores completed (100%) Q4: n/a | New project | 100% | Draft specifications and advertisement for appointment of service provider (10%) | Appointment of service provider completed (20%) | Construction, additions to existing stores completed (100%) | n/a | Specifications Advertisement Appointment letter Project progress reports Completion certificate | STB loan not secured |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Km of roads tarred | Kilometers | td | 8 | n/a | n/a | n/a | 8 | Road Progress Reports | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Mopye High School Access Road Phase 1 | Q1 : Specifications completed (10%) Q2: Advert for the appointment of a contractor (15%) Q3: Appointment of contractor finalised (20%) Q4: Construction, Physical construction of paving at 40% (100%) | New project | 100% | Specifications completed (10%) | Advert for the appointment of a contractor (15%) | Appointment of contractor finalised (20%) | Construction, Physical construction of paving at 40% (100%) | *Specifications *Appointment letter of the contractor *Project Progress Reports | |

7.6 Service Delivery Targets (KPIs & Projects) - Engineering Services Department (ESD)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|--|--|--|--|---------------|--|--|---|---|---|--------------------------------|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Paving of Nelson Ramodike High School Access road (Phase 1) | Q1: Specifications completed (10%) Q2: Advert for the appointment of a contractor (15%) Q3: Appointment of contractor finalised (20%) Q4: Construction, Physical construction of paving at 15% (100%) | New project | 100% | Specifications completed (10%) | Advert for the appointment of a contractor (15%) | Appointment of contractor finalised (20%) | Construction, Physical construction of paving at 15% (100%) | *Specifications *Appointment letter of the contractor *Project Progress Reports | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Upgrading of Access Road to Mbambamencisi | Q1: Appointment of contractor completed (10%) Q2: Construction phase, Physical construction at 35% (45%) Q3: Physical progress at 70% (70%) Q4: Upgrading of Access Road to Mbambamencisi (1.3km) completed (100%) | New project | 100% | Appointment of contractor completed (10%) | Construction phase, Physical construction at 35% (45%) | Physical progress at 70% (70%) | Upgrading of Access Road to Mbambamencisi (1.3km) completed (100%) | *Evaluation Report *Appointment letter of the contractor *Project Progress Reports *Completion certificate | |
| SD | | Roads and Storm water Infrastructure Development | Moruji to Matswi/ Kheshokolwe Gravel to tar Road (Phase 5 of 5) | Q1: Physical construction at 90% (50%) Q2: Moruji to Matswi/ Kheshokolwe Gravel to tar Road (12.5km) completed (100%) Q3: n/a Q4: n/a | Tender re-advertised | 100% | Physical construction at 90% (50%) | Moruji to Matswi/ Kheshokolwe Gravel to tar Road (12.5km) completed (100%) | n/a | n/a | Project Progress Reports Completion Certificate | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Risiba to Musiphani Road upgrade from gravel to tar (phase 1) | Q1: Appointment of consultant. Design and specifications completed (50%) Q2: Design and specifications completed (100%) Q3: n/a Q4: n/a | New project | 100% | Appointment of consultant. Design and specifications completed (50%) | Design and specifications completed (100%) | n/a | n/a | Appointment letter Designs Specifications | Project not registered for MIG |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Relela Access Road upgrade from gravel to tar (Phase 1) | Q1: Appointment of consultant. Design and specifications completed (50%) Q2: Design and specifications completed (80%) Q3: Advertisement for the appointment of a contractor (90%) Q4: Appointment of a contractor (100%) | New project | 100% | Appointment of consultant. Design and specifications completed (50%) | Design and specifications completed (80%) | Advertisement for the appointment of a contractor (90%) | Appointment of a contractor (100%) | Appointment letter for Consultant & Contractor Designs Specifications Advertisement | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Malapa to Leseka Access road to school | Q1: Appointment of consultant. Design and specifications completed (50%) Q2: Design and specifications completed (80%) Q3: Advertisement for the appointment of a contractor (90%) Q4: Appointment of a contractor (100%) | New project | 100% | Appointment of consultant. Design and specifications completed (50%) | Design and specifications completed (80%) | Advertisement for the appointment of a contractor (90%) | Appointment of a contractor (100%) | Appointment letter for Consultant & Contractor Designs Specifications Advertisement | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Paving of Thapane Cross, Mandlakazi to N'wamitwa (Phase 1) | Q1: n/a Q2: n/a Q3: Review of designs (10%) Q4: Advertise for contractors (50%) | New project | 100% | n/a | n/a | Review of designs (50%) | Advertise for contractors (100%) | Designs Advertisements | Project not registered for MIG |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Dr. CN Pathudi to Pharare Access Road regravelling and stormwater management | Q1: Appointment of consultant. Design and specifications completed (50%) Q2: Design and specifications completed (100%) Q3: n/a Q4: n/a | New project | 100% | Appointment of consultant. Design and specifications completed (50%) | Design and specifications completed (100%) | n/a | n/a | Appointment letter Designs Specifications | Project not registered for MIG |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Tarring Nkowankowa A Codesa and Hani Streets | Q1: Appointment of contractor completed (10%) Q2: Construction phase, Physical construction at 35% (45%) Q3: Physical progress at 70% (70%) Q4: Tarring Nkowankowa A Codesa and Hani Streets (1.7km) completed (100%) | New project | 100% | Appointment of contractor completed (10%) | Construction phase, Physical construction at 35% (45%) | Physical progress at 70% (70%) | Tarring Nkowankowa A Codesa and Hani Streets (1.7km) completed (100%) | Appointment letter Project Progress Reports Completion certificate | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Mulati Access road Paving (Phase 1) | Q1: n/a Q2: Specifications completed (10%) Q3: Advertisement for a contractor (20%) Q4: Appointment of contractor finalised (100%) | New project | 100% | n/a | Specifications completed (10%) | Advertisement for a contractor (20%) | Appointment of contractor finalised (100%) | Specifications Advertisement Appointment letter | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Upgrading of Khujwana to Lenyenye Access Road Phase 1 | Q1: n/a Q2: Specifications completed (10%) Q3: Advertisement for a contractor (20%) Q4: Appointment of contractor finalised (100%) | New project | 100% | n/a | Specifications completed (10%) | Advertisement for a contractor (20%) | Appointment of contractor finalised (100%) | Specifications Advertisement Appointment letter | |

7.6 Service Delivery Targets (KPIs & Projects) - Engineering Services Department (ESD)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|--|--|--|--|---------------|---|---|---|---|--|--|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Tickyline to Makhwibidung Stormwater Management | Q1: Advertisement for the appointment of a contractor (10%) Q2: Appointment of contractor completed (25%) Q3: Construction phase, Physical construction at 35% (70%) Q4: Tickyline to Makhwibidung Stormwater Management (3km) completed (100%) | New project | 100% | Advertisement for the appointment of a contractor (10%) | Appointment of contractor completed (25%) | Construction phase, Physical construction at 35% (70%) | Tickyline to Makhwibidung Stormwater Management (3km) completed (100%) | Advertisement Appointment letter Project progress report Completion certificate | Loan not acquired |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Mawa B12 Low level bridge | Q1: Advertisement for the appointment of a contractor (10%) Q2: Appointment of contractor completed (25%) Q3: Construction phase, Physical construction at 35% (70%) Q4: Mawa B12 Low level bridge completed (100%) | New project | 100% | Advertisement for the appointment of a contractor (10%) | Appointment of contractor completed (25%) | Construction phase, Physical construction at 35% (70%) | Mawa B12 Low level bridge completed (100%) | Advertisement Appointment letter Project progress report Completion certificate | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | Low Level bridge at Agatha Cemetery | Q1: Physical construction at 50% (10%) Q2: Physical construction at 75% (60%) Q3: Low Level bridge at Agatha Cemetery completed (100%) Q4: n/a | New project | 100% | Physical construction at 50% (10%) | Physical construction at 75% (60%) | Low Level bridge at Agatha Cemetery completed (100%) | n/a | Project progress report Completion certificate | |
| SD | SD 1 | Roads and Storm water Infrastructure Development | New Lenyenye Taxi Rank (Phase 1) | Q1: Specifications completed (10%) Q2: Advert for the appointment of a contractor (15%) Q3: Appointment of contractor finalised (20%) Q4: Construction, Physical construction at 40% (100%) | New project | 100% | Specifications completed (10%) | Advert for the appointment of a contractor (15%) | Appointment of contractor finalised (20%) | Construction, Physical construction at 40% (100%) | Specifications Advertisement Appointment letter Project progress reports | |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Upgrading of Tzaneen Ext. 13 internal streets from gravel to paving | Q1: Finalise scope of works and advertisement for a contractor (40%) Q2: Appointment of contractor finalised and construction completed (100%) Q3: Appointment of consulting engineer (30%) Q4: Designs finalised (100%) | New project | 100% | n/a | n/a | Appointment of consulting engineer (30%) | Designs finalised (100%) | Scope of work report Appointment Letter Completion Certificate | Project delayed due to Loan not taken up - included in own Capital |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of Danie Joubert Street (Police station to CTM) in Tzaneen | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of Danie Joubert Street (Police station to CTM) in Tzaneen completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of Danie Joubert Street (Police station to CTM) in Tzaneen completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of Pusela to Van Velden to Billy Maritz street in Tzaneen | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of Pusela to Van Velden to Billy Maritz street in Tzaneen completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of Pusela to Van Velden to Billy Maritz street in Tzaneen completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of 1st Avenue street in Tzaneen | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of 1st Avenue street in Tzaneen completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of 1st Avenue street in Tzaneen completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of 3rd Avenue to Hospital to 2nd Avenue in Tzaneen | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of 3rd Avenue to Hospital to 2nd Avenue in Tzaneen completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of 3rd Avenue to Hospital to 2nd Avenue in Tzaneen completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of Boundary Street in Tzaneen | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of Boundary Street in Tzaneen completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of Boundary Street in Tzaneen completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |

| 7.6 Service Delivery Targets (KPIs & Projects) - Engineering Services Department (ESD) | | | | | | | | | | | | |
|--|---------------------|--|---|---|--|---------------|--|---|---|--|--|-----------------------|
| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of Nkowankowa internal street (Bankuna road to Thambo to Maxakeni) | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of Nkowankowa internal street (Bankuna road to Thambo to Maxakeni) completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of Nkowankowa internal street (Bankuna road to Thambo to Maxakeni) completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of Lenyenye Internal Streets (Main street to industrial to stadium to lthuseng to main street via Police station) | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of Lenyenye Internal Streets (Main street to industrial to stadium to lthuseng to main street via Police station) completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of Lenyenye Internal Streets (Main street to industrial to stadium to lthuseng to main street via Police station) completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of Voster Street in Letsitele | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of Voster Street in Letsitele completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of Voster Street in Letsitele completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of Eerste Street in Letsitele | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of Eerste Street in Letsitele completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of Eerste Street in Letsitele completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Maintenance of Main CBD street and Parking in Letsitele | Q1: Finalise scope of works (10%) Q2: Advertise for the appointment of a contractor (15%) Q3: Appointment of contractor finalised and construction physical progress at 40% (55%) Q4: Maintenance of Main CBD street and Parking in Letsitele completed (100%) | New project | 100% | Finalise scope of works (10%) | Advertise for the appointment of a contractor (15%) | Appointment of contractor finalised and construction physical progress at 40% (55%) | Maintenance of Main CBD street and Parking in Letsitele completed (100%) | Scope of work report Appointment Letter Completion Certificate | STB loan not secured |
| SD | SD 2 | Maintenance and upgrading of municipal road infrastructure | Rehabilitation of Haenertsburg Cemetery road | Q1: Finalise scope of works & Terms of Reference for EIA (10%) Q2: Advertise for the appointment of a contractor. EIA assessment completed (15%) Q3: Appointment of contractor finalised and construction physical progress at 30% (55%) Q4: Rehabilitation of Haenertsburg Cemetery road completed (100%) | New project | 100% | Finalise scope of works & Terms of Reference for EIA (10%) | Advertise for the appointment of a contractor. EIA assessment completed (15%) | Appointment of contractor finalised and construction physical progress at 30% (55%) | Rehabilitation of Haenertsburg Cemetery road completed (100%) | Scope of work report EIA assesment report Appointment Letter Completion Certificate | |

7.8 Service Delivery Targets (KPIs & Projects) - Planning and Economic Development Department (PED)

| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
|-----|---------------------|----------------------------------|--|--|--|---------------|---|--|---|---|---|---|
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| LED | LED 3 | Integrated Development Planning | # of SPLUMA tribunal sittings | Number | 6 | 4 | 1 | 1 | 1 | 1 | Invitations Minutes & Attendance Register | KPI wording aligned with IDP |
| LED | LED 3 | RDP Housing | # of housing consumer education events | Number | Not done | 4 | 1 | 1 | 1 | 1 | 2 Low Cost Housing Consumer Education Event Programme & Attendance Register 2 Nkowanokw & Lenyeny housing consumer education Programme & Attendance Register | KPI not in the IDP |
| LED | LED 3 | Spatial Development | Formulation of land use scheme for GTM area | Q1: Appointment of a service provider. (10%), Q2: Status quo report available(50%) Q3: Formulation of a land use scheme in progress (75%) Q4: Draft Land use scheme for GTM area available (100%) | Awaited appointment of Tribunal by MDM | 100% | Q1: Prepare procurement specifications for appointment of a service provider. (10%) | Q2: Status quo report completed (50%) | Q3: Formulation of a land use scheme at 50% (75%) | Q4: Draft Land use scheme for GTM area available (100%) | Appointment Letter Status Quo Report Draft Land-use Scheme | |
| LED | LED 3 | Spatial Development | Land audit for GTM area | Q1: Specifications and advert for service provider (10%) Q2: Appointment of service provider finalised (20%) Q3: Data collection and status report available (60%) Q4: Draft Land Audit Report available (100%) | New Project | 100% | Specifications and advert for service provider (10%) | Appointment of service provider finalised (20%) | Data collection and status report available (60%) | Draft Land Audit Report available (100%) | Specifications and advert.Appointment letter.Status Quo report.Draft Land Audit Report | |
| LED | LED 1 | Community Works Programme | # of cooperatives established and still functional in wards where the CWP is implemented | Number | 4 | 4 | 4 | 4 | 4 | 4 | CWP reports Minutes & Attendance register of CWP meetings | KPI removed - GTM has no control over the programme |
| LED | LED 1 | Community Works Programme | # of job opportunities sustained through the CWP | Number | tbd | 2200 | 2200 | 2200 | 2200 | 2200 | CWP Employment register | KPI removed - GTM has no control over the programme |
| LED | LED 1 | Marketing and Investor Targeting | # of Agricultural Expos held | Number | 1 | 1 | n/a | 1 | n/a | n/a | Agricultural EXPO Advert & Programme List of exhibitors | |
| LED | LED 1 | Marketing and Investor Targeting | # of jobs created through municipal LED initiatives including Capital Projects | Number | | 2400 | 600 | 600 | 600 | 600 | *Consolidated LED monthly job creation report *Project progress Reports -EPWP monthly reports Sustained & New jobs to be reflected | |
| LED | LED 1 | Marketing and Investor Targeting | # of LED forum meetings arranged | Number | tbd | 4 | 1 | 1 | 1 | 1 | Invitations Minutes & Attendance Register | |
| LED | LED 1 | Marketing and Investor Targeting | # of LED cluster forum meetings | Number | | 16 | 4 | 4 | 4 | 4 | Programme for LED Cluster meetings Attendance Registers | KPI not in approved IDP |
| LED | LED 1 | Marketing and Investor Targeting | # of Tourism exhibitions/shows attended | Number | | 3 | 1 | | 1 | 1 | Invitations Attendance Register of Stall (Letaba Show, Tourism Indaba, Marula Festival) | KPI not in approved IDP |
| LED | LED 1 | SMME support | # of meetings held with informal traders | Number | tbd | 4 | 1 | 1 | 1 | 1 | Invitations Minutes & Attendance Register | |
| LED | LED 1 | SMME support | # of Local Tourism Association Meetings | Number | 4 | 4 | 1 | 1 | 1 | 1 | Invitations Minutes & Attendance Register | |
| LED | LED 1 | Tourism | # of Tourism SMMEs exposed to the market | Number | actual awaited | 50 | 10 | 10 | 15 | 15 | Attendance Register Events report Training Reports | KPI wording aligned with IDP |
| GG | GG 4 | Human Resource Management | # of employees with spatial planning capacity | Number | 5 | 5 | n/a | n/a | n/a | 5 | HR Monthly Reports Compliance Certificates | Target aligned with IDP |
| GG | GG 3 | Office Administration | Purchase of office furniture and equipment for Planning and Economic Development Dpt | Q1: Not applicable this quarter Q2: Procurement process for the acquisition of furniture (10%) Q3: Furniture procured for PED offices and delivered (100%) Q4: Not applicable this quarter | New Project | 100% | Q1: Not applicable this quarter | Q2: Procurement process for the acquisition of furniture (10%) | Q3: Furniture procured for PED offices and delivered (100%) | Q4: Not applicable this quarter | Quotations Invoices | Budget reduced from R100 000 to R13 891 |

| 7.9 Service Delivery Targets (KPIs & Projects) - Greater Tzaneen Economic Development Agency | | | | | | | | | | | | |
|--|---------------------|------------------------|---|---|--|---------------|--|---|---|--|---|-----------------------|
| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| LED | LED 1 | Enterprise Development | Nkowanokwa Industrial Park | Q1: Facilitate and monitor the utilisation of local labour and SMME's in the renovation of the factories (50%) Q2: Facilitate and monitor the utilisation of local labour and SMME's in the renovation of the factories (100%) Q3: n/a Q4: n/a | Actual awaited | 100% | Facilitate and monitor the utilisation of local labour and SMME's in the renovation of the factories (50%) | Facilitate and monitor the utilisation of local labour and SMME's in the renovation of the factories (100%) | n/a | n/a | *Reports on local re-investment and jobcreation -PSC Reports | POE adjusted |
| LED | LED 1 | Enterprise Development | Training of 50 SMMEs in generic business management | Q1: Facilitate training of SMMEs on Financial Management and Marketing (50%) Q2: Facilitate training of SMMEs on Business Management and Business Plan development (100%) Q3: n/a Q4: n/a | Actual awaited | 100% | Facilitate training of SMMEs on Financial Management and Marketing (50%) | Facilitate training of SMMEs on Business Management and Business Plan development (100%) | n/a | n/a | Attendance Register Training programme -Assessment Report on the training provided to 50 SMME's | POE adjusted |
| LED | LED 1 | Enterprise Development | SMME Incubation | Q1: Facilitate business management and marketing training for GTEDA HUB and GT Services Cooperatives (Village Bank) (25%) Q2: Monitor performance of the GTEDA Hub and GT Services Cooperatives (50%) Q3: Monitor performance of the GTEDA Hub and GT Services Cooperatives (75%) Q4: Monitor performance of the GTEDA Hub and GT Services Cooperatives (100%) | Actual awaited | 100% | Facilitate business management and marketing training for GTEDA HUB and GT Services Cooperatives (Village Bank) (25%) | Monitor performance of the GTEDA Hub and GT Services Cooperatives (50%) | Monitor performance of the GTEDA Hub and GT Services Cooperatives (75%) | Monitor performance of the GTEDA Hub and GT Services Cooperatives (100%) | Training schedule and Attendance Register Monitoring Report | |
| LED | LED 1 | Enterprise Development | Community Radio station (GTFM) | Q1: Facilitate business management and marketing training for Community Radio station (25%) Q2: Monitor performance of the Community Radio station(50%) Q3: Monitor performance of the Community Radio station(75%) Q4: Monitor performance of the Community Radio station(100%) | Actual awaited | 100% | Facilitate business management and marketing training for Community Radio station (25%) | Monitor performance of the Community Radio station (50%) | Monitor performance of the Community Radio station (75%) | Monitor performance of the Community Radio station (100%) | Training schedule and Attendance Register Monitoring Report | |
| LED | LED 1 | Enterprise Development | Training and development (Cooperatives) | Q1: Facilitate opportunity assessment for 20 cooperatives (10 new and 10 existing). Facilitate registration of 10 new cooperatives. Training on How to Access Financial Institutions (50%) Q2: Training on Business and technical skills, Facilitation applications for discretionary grants, and Business plan development (100%) Q3:n/a Q4:n/a | Actual awaited | 100% | Facilitate opportunity assessment for 20 cooperatives (10 new and 10 existing). Facilitate registration of 10 new cooperatives. Training on How to Access Financial Institutions (50%) | Training on Business and technical skills, Facilitation applications for discretionary grants, and Business plan development (100%) | n/a | n/a | Assessment report Registration certificates Training schedule and Attendance Register | |
| LED | LED 1 | Enterprise Development | Training and development (Unemployed learners) | Q1: Induction of learners. Training on Business communications, Professional behaviour, Financing new venture (50%) Q2: Training on Innovation and Creativity, Managing resources and marketing management (100%) Q3: n/a Q4:n/a | Actual awaited | 100% | Induction of learners. Training on Business communications, Professional behaviour, Financing new venture (50%) | Training on Innovation and Creativity, Managing resources and marketing management (100%) | n/a | n/a | Training schedule and Attendance Register Recruitment report Induction Report | POE adjusted |

| 7.9 Service Delivery Targets (KPIs & Projects) - Greater Tzaneen Economic Development Agency | | | | | | | | | | | | |
|--|---------------------|---------------------------------------|--|---|--|---------------|---|---|---|--|---|---|
| KPA | Strategic Objective | Programme | KPI / Project Name | Unit of measurement | Baseline or (Actual at yearend of 2017/18) | Annual Target | Quarterly Targets for 2018/19 | | | | Supporting Documentation | Reason for adjustment |
| | | | | | | | Q1: 30 Sept '18 | Q2: 31 Dec '18 | Q3: 31 Mar '19 | Q4: 30 June '19 | | |
| LED | LED 1 | Enterprise Development | Makgoba Dieplaagte | Q1: Conclude MOU with stakeholders (10%) Q2: Identified SMMEs to be trained (25%) Q3: Participate in project steering committee, training of SMMEs completed (60%) Q4: Participate in project steering committee (100%) | Actual awaited | 100% | Conclude MOU with stakeholders (10%) | Identified SMMEs to be trained (25%) | Participate in project steering committee, training completed (60%) | Participate in project steering committee (100%) | MOU with stakeholders Minutes of Steering Committee meetings Attendance Register of trainings | |
| LED | LED 1 | Enterprise Development | Lenyenye Vexospark (Training centre) | Q1: Physical construction at 50% (50%) Q2: Physical construction at 100% (80%) Q3: Official launch of the project (90%) Q4: Official launch of the project (90%) | Actual awaited | 100% | Physical construction at 50% (50%) | Physical construction at 100% (80%) | Official launch of the project (90%) | Report on progress with training provided (100%) | Project Progress Reports Monitoring report | |
| LED | LED 1 | Enterprise Development | Tourism promotion | Q1: Review of the Implementation plan (25%) Q2: Monitor roll out of the implementation plan for Barotswi cultural village (50%) Q3: Monitor roll out of the implementation plan for Barotswi cultural village (75%) Q4: Monitor roll out of the implementation plan for Barotswi cultural village (100%) | Actual awaited | 100% | Review of the Implementation plan (25%) | Monitor roll out of the implementation plan for Barotswi cultural village (50%) | Monitor roll out of the implementation plan for Barotswi cultural village (75%) | Monitor roll out of the implementation plan for Barotswi cultural village (100%) | Monitoring Reports Revised Implementation Plan for Barotswi Cultural Village | |
| LED | LED 1 | Enterprise Development (SMME support) | Support SMME's in accessing investment capital | Q1: Facilitate opportunity assessment for 10 SMME's (Grow my Business Programme) (25%) Q2: Facilitate Business Plan development (50%) Q3: Facilitate and Draft applications for funding (75%) Q4: Funding commitment received for 10 applications (100%) | New initiative | 100% | Facilitate opportunity assessment for 10 SMME's (Grow my Business Programme) (25%) | Facilitate Business Plan development (50%) | Facilitate and Draft applications for funding (75%) | Funding commitment received for 10 applications (100%) | *Assessment Report *10 Business Plans *Funding applications. *Approved applications. Progress report on funding applications. | IDP alignment - KPI covers the activity |
| LED | LED 1 | Enterprise Development (SMME support) | Entrepreneurship career guidance and mentorship | Q1: Identification of schools to partake in the debate competition. Develop roll-out plan (25%) Q2: Induction of participants (50%) Q3: Conduct 18/19 schools entrepreneurship debate competition (75%) Q4: 18/19 Award ceremonies conducted by 30 June (100%) | New initiative | 100% | Identification of schools to partake in the debate competition. Develop roll-out plan (25%) | Induction of participants (50%) | Conduct 18/19 schools entrepreneurship debate competition (75%) | 18/19 Award ceremonies conducted by 30 June (100%) | *Training programme. *Communiques with Mentors *18/19 Debate report. | Proposed changes to hosting 17/18 debate competition... why previous financial year |
| LED | LED 1 | Enterprise Development (SMME support) | # of SMMEs capacitated through GTEDA | Number | 4 | 35 | 0 | 15 | 15 | 5 | *Training Programme *Assessment Report on the training provided to 15 SMME's Attendance Registers | |
| LED | LED 1 | Marketing and Investor Targeting | # of committed investors attracted through GTEDA | Number | 3 | 3 | n/a | 1 | 1 | 1 | Service Level Agreement/ MOU (Makgoba Dieplaagte, Manufacturing and Agro processing) | |
| GG | GG 3 | Information management | MSCOA equipment and programmes | Q1: Not applicable this quarter, Q2: Source quotations. (10%), Q3: Procurement of MSCOA equipment (server, computers) finalised (100%), Q4: Not applicable this quarter | Not implemented | 100% | Q1: Not applicable this quarter | Q2: Source quotations. (10%) | Q3: Procurement of MSCOA equipment finalised (100%) | Q4: Not applicable this quarter | Quotations Invoice | |
| GG | GG 2 | Budget management | % of GTEDA budget spent | Percentage | Actual awaited | 100% | 25% | 50% | 75% | 100% | Budget Reports | KPI not in IDP |

8. REPORTING PROCEDURES

GTM utilises an Electronic Reporting System to enable Administration to prepare performance reports which are accurate and presented to Council in a reasonable timeframe. The Reporting procedures are as follows:

Step 1: The approved SDBIP is activated on the "ActionAssist" system and reporting responsibilities are allocated.

Step 2: Managers report on the KPIs/Projects allocated to them on a monthly basis, within 15 working days of the close of the month.

Step 3: MM and Directors have 2 working days to verify the information reported and upload additional information if necessary.

Step 4: Internal Audit Verifies the reported performance and requests corrections and/or additional supporting documentation if needed.

Step 5: Performance Management Office extracts a quarterly report from the system, analyses the information and prepares a report which highlights the areas of under performance. Recommendations are made to improve performance towards achieving the annual targets.

Step 6: A draft Quarterly Performance Report is presented to the Audit Committee, to review prior to submission to Council.

Step 7: The quarterly performance report is presented to Council and to other relevant authorities, as legislated.

Step 8: The quarterly performance report is submitted to the Municipal Public Accounts Committee and uploaded on the GTM website for the public to view.

Approval:

Mayor: Cllr. M Mangena

Date