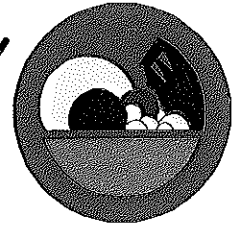


GREATER TZANEEN MUNICIPALITY INTERNAL MEMORANDUM



OFFICE OF THE MUNICIPAL MANAGER

TO: MAYOR
CC: Secretary to the Mayor

FROM: MUNICIPAL MANAGER

DATE: 24 May 2013

REF.: 8/1/2/1
ENQ: Frieda Human

RE: Submission of Adjusted 2012/13 SDBIP

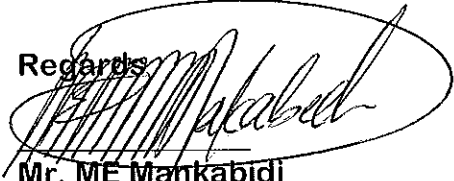
As per advice from the Audit Committee, the 2012/13 SDBIP was adjusted to align to the IDP and adjusted budget. This is being done in order to avoid audit queries from the AG on the performance reports.

The adjustment to the SDBIP took into consideration the following:

- Changes necessitated due to the adjustment budget
- Alignment to the 2012/13 IDP
- Removal of items which are not the function of GTM
- Removal of low level operational activities

The Adjusted SDBIP for 2012/13 is herewith submitted to you for approval. If you find the document in order, kindly sign on page 3 and return the signed document to the MM's office for further processing.

Regards

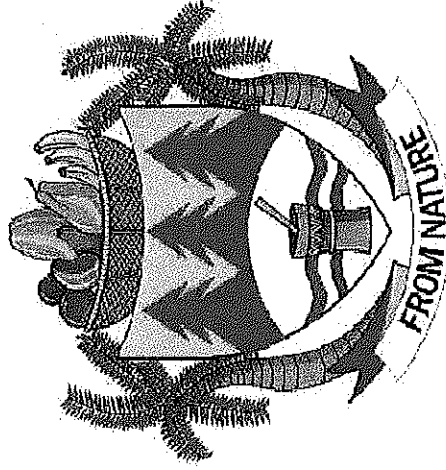

Mr. ME Mankabidi
Municipal Manager

/fh

ADJUSTMENT

Service Delivery and Budget Implementation Plan (SDBIP)

2012/2013



GREATER TZANEEN MUNICIPALITY

Approved: 20 June 2012

Adjusted: May 2013

TABLE OF CONTENTS

	Page
Introduction & Approval	3
Monthly Revenue Projections by source	4
Monthly Expenditure by vote	6
Quarterly Summary of Projected Revenue and Expenditure by Vote	11
Summary of Mid-year Financial Performance	13
Capital Funding by source & Expenditure by Vote	14
Service Delivery Targets (KPIs & Projects) - Office of the Municipal Manager	15
Service Delivery Targets (KPIs & Projects) - Chief Financial Officer	23
Service Delivery Targets (KPIs & Projects) - Corporate Services	27
Service Delivery Targets (KPIs & Projects) - Electrical Engineering	35
Service Delivery Targets (KPIs & Projects) - Engineering Services	37
Service Delivery Targets (KPIs & Projects) - Community Services	43
Service Delivery Targets (KPIs & Projects) - Planning and Economic Development	51
Capital Works Plan	61
Risk Management	66

INTRODUCTION & APPROVAL

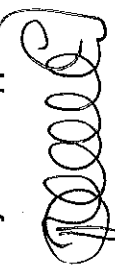
The Service Delivery and Budget Implementation Plan (SDBIP) is developed in terms of the Municipal Finance Management Act (Act no.56 of 2003). In terms of the MFMA Circular 13 of the National Treasury, "the SDBIP gives effect to the Integrated Development Plan (IDP) and budget of the municipality and will be possible if the IDP and budget are fully aligned with each other, as required by the MFMA." The budget gives effect to the strategic priorities of the municipality and it is therefore important to supplement the budget and the IDP with a management and implementation plan, therefore the SDBIP.

The SDBIP serves as the commitment by Council to reaching the service delivery targets as set in the Integrated Development plan (IDP) in an attempt to address the needs expressed by the community. The SDBIP is therefore developed annually to form the basis for monitoring and measuring the performance of the Municipality against quarterly service delivery targets and budget projections. The SDBIP is therefore a vital link between the Mayor, Council and the Administration and a tool to hold Management accountable for its performance in terms of execution of the budget and the performance of Senior Management in the achievement of the strategic objectives as set by Council. The SDBIP therefore also forms the basis of the Performance Agreements of the Municipal Manager and other Senior Managers.

Quarterly progress reports will be submitted to Council based on the SDBIP to serve as an early warning mechanism to ensure that non-compliance to service delivery commitments is addressed in time.

The SDBIP was adjusted to align with adjustment budget and remove items which are not strategic/ or a direct function of GTM.

Adjustment approved by:



Ms. DJ Mmetle
Mayor

Date:

28/05/2013

Monthly Revenue projections by source for 2012/13

Source	Jul '12		Aug '12		Sep '12		Oct '12		Nov '12		Dec '12	
	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
Property rates	4 167		4 268		4 134		4 260		4 152		4 225	
Penalties imposed and collection charges on rates	237		237		237		220		284		275	
Service charges	31 119		31 667		31 667		30 046		29 734		30 369	
Rent of facilities and equipment	19		19		20		25		24		20	
Interest earned - external investments	16		154		154		101		-		1	
Interest earned - outstanding debtors	1 220		1 220		1 282		1 192		1 294		1 407	
Fines	135		171		106		460		354		376	
Licenses and Permits	42		37		22		34		15		15	
Income from Agency services	3 320		3 700		3 489		3 957		3 188		3 314	
Operating grants and subsidies	111 609		2 324		2 322		2 322		88 528		2 322	
Other Revenue	429		460		446		436		390		456	
Gain on disposal of property, plant and equipment	-		-		-		-		-		2 300	
Income foregone	(712)		(669)		(643)		(733)		(719)		(733)	
Total Revenue	151 661		43 576		43 235		42 318		127 224		44 345	

Monthly Actual Revenue by source for 2012/13

Source	Jul '12		Aug '12		Sep '12		Oct '12		Nov '12		Dec '12	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Property rates	5 373	6 008	5 469	5 717	5 783	5 772						
Penalties imposed and collection charges on rates	266	341	356	366	368	361						
Service charges	35 410	36 968	36 547	28 933	28 548	28 917						
Rent of facilities and equipment	63	67	40	392	64	158						
Interest earned - external investments	92	499	522	287	365	111						
Interest earned - outstanding debtors	890	1 269	1 320	1 216	1 506	1 306						
Fines	40	344	186	357	130	76						
Licenses and Permits	48	44	35	75	37	18						
Income from Agency services	3 524	3 349	2 853	4 037	2 818	298						
Operating grants and subsidies	104 239	-	1 293	7 992	6 300	72 267						
Other Revenue	3	28	181	458	1 274	18						
Gain on disposal of property, plant and equipment	-	-	-	-	-	-						
Income foregone	(799)	(1 090)	(539)	(846)	(825)	(853)						
Total Revenue	149 149	47 829	48 263	48 976	46 339	106 149						

Monthly Revenue projections by source for 2012/13

Source	Jan '13		Feb '13		Mar '13		Apr '13		May '13		Jun '13		TOTAL
	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	
Property rates	4 227		4 427		4 624		5 169		4 159		4 198		52 000
Penalties imposed and collection charges on rates	278		285		271		323		298		275		3 200
Service charges	29 524		29 028		30 000		31 144		29 932		30 332		364 553
Rent of facilities and equipment	22		32		21		18		20		21		259
Interest earned - external investments	66		-		-		10		148		351		1 001
Interest earned - outstanding debtors	1 347		1 369		1 197		1 462		1 400		1 611		16 000
Fines	430		256		272		151		365		135		3 210
Licenses and Permits	23		13		42		32		27		43		345
Income from Agency services	4 807		3 647		4 043		3 146		3 686		4 152		44 448
Operating grants and subsidies	-		-		64 158		-		-		-		273 584
Other Revenue	461		454		439		445		390		397		5 203
Gain on disposal of property, plant and equipment	-		-		-		-		-		-		2 300
Income foregone	(729)		(850)		(753)		(671)		(735)		(753)		(8 891)
Total Revenue	40 455		38 662		104 314		41 029		39 692		40 761		757 212

Monthly Actual Revenue by source for 2012/13

Source	Jan '13		Feb '13		Mar '13		Apr '13		May '13		Jun '13		TOTAL
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	
Property rates	5 764		5 673		5 764								51 303
Penalties imposed and collection charges on rates	368		375		346								3 127
Service charges	27 851		25 426		24 544								273 144
Rent of facilities and equipment	74		91		63								1 012
Interest earned - external investments	189		146		91								2 303
Interest earned - outstanding debtors	1 357		1 440		1 534								11 638
Fines	258		84		98								1 573
Licenses and Permits	32		41		40								371
Income from Agency services	5 660		5 260		3 086								30 904
Operating grants and subsidies	1 570		6 500		15 898								216 059
Other Revenue	287		794										3 045
Gain on disposal of property, plant and equipment	-		-		-								-
Income foregone	(650)		(618)		(666)								(7 483)
Total Revenue	42 579		45 014		50 601								587 197

Monthly Projected Expenditure by Vote 2012/13

Vote	Jul-12			Aug-12			Sep-12		
	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
Municipal Manager	878			713			476		
Executive and Council	1 796		-	2 809		-	1 863		-
Financial Services	3 574		86 094	2 820		5 647	3 537		6 280
Corporate Services	2 826		-	3 194		0	2 315		0
Planning and Economic Development	1 945		2 552	1 346		45	1 614		41
Community Services	4 851		4 944	7 466		1 907	6 805		1 856
Engineering Services	4 432	2 080	23 003	10 421	2 395	54	13 191		47
Transport, Safety, Security and Liaison	2 890		3 441	4 859		3 946	4 508		3 580
Electrical Engineering	27 254		31 556	32 170	583	32 077	27 798		31 450
Total By Vote	50 445	2 080	151 501	66 618	2 988	43 576	62 108	6 787	43 235

Monthly Actual Expenditure by Vote 2012/13

Vote	Jul-12			Aug-12			Sep-12		
	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
Municipal Manager	885			521			438		
Executive and Council	1 735			3 250			1 689		
Financial Services	3 552		89 263	538		7 213	3 297		8 266
Corporate Services	2 213			4 049		0	3 407		0
Planning and Economic Development	863		16	1 258		238	1 321		17
Community Services	4 827		1 499	7 111		1 997	5 689		2 300
Engineering Services	6 203	2 215	21 293	10 305	2 994	107	9 126		171
Transport, Safety, Security and Liaison	2 467		3 554	5 304		3 675	5 077		3 021
Electrical Engineering	6 201		33 524	36 901		34 936	44 579		34 488
Total By Vote	28 748	2 215	149 448	69 237	3 222	47 829	74 623	2 982	46 263

Monthly Projected Expenditure by Vote 2012/1

Vote	Oct-12			Nov-12			Dec-12		
	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
Municipal Manager	887			1 858			570	500	
Executive and Council	1 849		-	1 903			2 854		
Financial Services	7 196		5 507	5 113		58 342	9 642	500	7 977
Corporate Services	2 699		0	3 249			3 000	500	
Planning and Economic Development	977	472	49	1 172	1 028	1 487	2 199	1 779	36
Community Services	7 155		1 905	5 926		4 110	9 797	500	1 811
Engineering Services	10 552	786	54	11 079	6 095	19 597	15 498	7 018	42
Transport, Safety, Security and Liaison	4 911		4 393	5 075		3 529	5 453		3 673
Electrical Engineering	29 562	2 805	30 411	30 428	820	30 179	37 941	5 000	30 806
Total By Vote	55 556	4 071	42 318	55 801	7 942	127 224	55 155	15 797	44 345

Monthly Actual Expenditure by Vote 2012/13

Vote	Oct-12			Nov-12			Dec-12		
	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
Municipal Manager	432			620			714		
Executive and Council	1 720			1 875			2 121		
Financial Services	4 233		7 350	5 284	11	9 131	3 962		58 494
Corporate Services	4 327	8		4 022			2 994	3	
Planning and Economic Development	1 404	1 288	15	2 962	635	5 008	1 680	553	
Community Services	4 894		2 543	7 646		1 978	9 162		1 874
Engineering Services	7 939	4 587	1 511	7 988	2	(1 092)	9 255	2 226	19 736
Transport, Safety, Security and Liaison	4 458		4 372	7 403		2 927	4 870		344
Electrical Engineering	21 495	30	33 182	29 105	327	28 388	22 292	292	28 000
Total By Vote	50 998	5 913	48 975	66 904	974	46 339	57 051	3 074	106 349

Monthly Projected Expenditure by Vote 2012/1

Vote	Jan-13			Feb-13			Mar-13		
	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
Municipal Manager	461			378			552		
Executive and Council	2 184		-	1 813		1	1 853		0
Financial Services	3 098		5 679	1 712		5 717	3 438		52 856
Corporate Services	2 446		-	3 341		0	3 226		0
Planning and Economic Development	943	222	42	1 085	176	35	1 721		1 117
Community Services	5 810		1 694	6 825		1 670	7 515		3 591
Engineering Services	6 886	3 939	46	5 158	8 649	53	11 775	13 209	14 222
Transport, Safety, Security and Liaison	4 465		5 222	5 563		3 898	6 109		4 306
Electrical Engineering	23 805	4 000	27 772	28 221	5 331	27 298	26 407	2 500	28 222
Total By Vote	49 849	8 061	40 455	54 096	14 195	38 962	62 596	15 809	104 314

Monthly Actual Expenditure by Vote 2012/13

Vote	Jan-13			Feb-13			Mar-13		
	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
Municipal Manager	724			556		9	618		1
Executive and Council	1 980			1 659			2 182		
Financial Services	4 401	34	7 267	5 306		7 779	5 405	74	7 038
Corporate Services	3 254	-		2 257		70	4 742		5
Planning and Economic Development	1 152		3	2 881			1 355		15
Community Services	7 426		1 791	4 231			7 197		1 739
Engineering Services	8 392	3 861	98	8 443		1 778	8 959	386	15 964
Transport, Safety, Security and Liaison	5 001	-	5 923	5 736		5 316	5 190	1	3 162
Electrical Engineering	23 731	47	27 497	23 552		25 012	22 952	0	22 658
Total By Vote	56 061 627	3 942 381	42 578 844	54 420 824	7 350 825	45 014 114	58 500 563	456 019	50 661 212

Monthly Projected Expenditure by Vote 2012/1

Vote	Apr-13			May-13			Jun-13		
	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
Municipal Manager	451			431			537		
Executive and Council	1 816		-	1 572		-	2 100		
Financial Services	3 927		6 563	3 577		5 663	3 163	1 000	6 264
Corporate Services	2 668		0	3 193			2 987		
Planning and Economic Development	836	201	37	1 063	160	40	3 394	943	52
Community Services	6 499		1 703	5 822		1 707	6 389		1 699
Engineering Services	8 316	12 789	54	10 790	13 297	50	11 413	8 995	55
Transport, Safety, Security and Liaison	5 277		3 286	4 959		4 035	5 450		4 274
Electrical Engineering	27 819	1 000	29 386	24 679	1 500	28 166	30 535	1 080	28 417
Total By Vote	57 530	13 990	41 029	56 177	14 957	39 692	65 969	12 018	40 761

Monthly Actual Expenditure by Vote 2012/13

Vote	Apr-13			May-13			Jun-13		
	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
Municipal Manager									
Executive and Council									
Financial Services									
Corporate Services									
Planning and Economic Development									
Community Services									
Engineering Services									
Transport, Safety, Security and Liaison									
Electrical Engineering									
Total By Vote	0	0	0	0	0	0	0	0	0

Monthly Projected Expenditure by Vote 2012/13

Vote	Total		
	Opex R '000	Capex R '000	Rev R '000
Municipal Manager	7 970	500	-
Executive and Council	23 992	-	1
Financial Services	50 759	1 500	292 598
Corporate Services	35 154	500	0
Planning and Economic Development	18 325	5 500	5 514
Community Services	80 890	500	28 598
Engineering Services	119 312	84 655	57 277
Transport, Safety, Security and Liaison	59 519	-	47 474
Electrical Engineering	346 021	25 500	355 748
Total By Vote	741 953	116 555	757 212

Monthly Actual Expenditure by Vote 2012/13

Vote	Total		
	Opex R '000	Capex R '000	Rev R '000
Municipal Manager	3 409	-	-
Executive and Council	12 390	-	-
Financial Services	20 867	11	179 717
Corporate Services	21 012	17	0
Planning and Economic Development	9 489	2 714	5 055
Community Services	39 330	-	12 092
Engineering Services	50 817	14 843	41 726
Transport, Safety, Security and Liaison	28 579	-	17 893
Electrical Engineering	160 574	666	192 518
Total By Vote	347 466	18 250	449 003

**Quarterly Summary of Projected
Revenue and Expenditure by Vote
(2012/13)**

Vote	Quarter ending 30 September 2012			Quarter ending 31 December 2012		
	Opex R '000	Capex R '000	Rev R '000	Opex R '000	Capex R '000	Rev R '000
Municipal Manager	2 067	-	-	3 093	500	-
Executive and Council	6 268	-	-	6 406	-	-
Financial Services	9 932	-	98 001	21 951	500	81 825
Corporate Services	8 324	-	0	8 948	500	0
Planning and Economic Development	4 905	519	2 638	4 347	3 279	1 552
Community Services	19 152	-	8 709	22 878	500	7 825
Engineering Services	28 044	9 870	23 103	37 130	13 907	19 693
Transport	12 257	-	10 868	15 439	-	11 595
Electrical Engineering	87 223	1 465	95 093	97 331	8 624	91 396
Total By Vote	178 172	11 854	238 412	217 524	27 810	213 887

**Quarterly Summary of Actual
Revenue and Expenditure by Vote
(2012/13)**

Vote	Quarter ending 30 September 2012			Quarter ending 31 December 2012		
	Opex R '000	Capex R '000	Rev R '000	Opex R '000	Capex R '000	Rev R '000
Municipal Manager	1 644	-	-	1 765	-	-
Executive and Council	6 674	-	-	5 716	-	-
Financial Services	7 387	-	104 742	13 480	11	74 975
Corporate Services	9 668	6	0	11 344	11	-
Planning and Economic Development	3 442	238	33	6 046	2 476	5 023
Community Services	17 628	-	5 696	21 702	-	6 395
Engineering Services	25 635	8 028	21 571	25 182	6 814	20 156
Transport	12 848	-	10 250	16 731	-	7 644
Electrical Engineering	87 682	17	102 948	72 892	649	89 570
Total By Vote	172 607 969	8 289 692	245 239 889	174 857 656	9 960 673	203 762 689

**Quarterly Summary of Projected
Revenue and Expenditure by Vote
(2012/13)**

Vote	Quarter ending 31 March 2013			Quarter ending 30 June 2013			Total		
	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
Municipal Manager	1 391	-	-	1 419	-	-	7 970	500	-
Executive and Council	5 830	-	1	5 488	-	-	23 992	-	1
Financial Services	8 218	-	64 252	10 688	1 000	18 519	50 769	1 500	262 598
Corporate Services	9 013	-	0	8 868	-	0	35 154	500	0
Planning and Economic Development	3 749	398	1 194	5 323	1 305	129	18 325	5 500	5 514
Community Services	20 150	-	6 955	18 710	-	5 109	80 890	500	28 698
Engineering Services	23 619	25 796	14 322	30 520	35 082	159	119 312	84 655	57 277
Transport	16 136	-	13 415	15 686	-	11 596	59 519	-	47 474
Electrical Engineering	78 434	11 831	83 291	83 034	3 580	85 970	346 021	25 500	355 749
Total By Vote	166 541	38 025	183 431	179 716	40 966	121 482	741 953	118 655	757 212

**Quarterly Summary of Actual
Revenue and Expenditure by Vote
(2012/13)**

Vote	Quarter ending 31 March 2013			Quarter ending 30 June 2013			Total		
	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
Municipal Manager	1 897	10	-	-	-	-	5 306	10	-
Executive and Council	5 821	-	-	-	-	-	18 211	-	-
Financial Services	15 112	108	22 079	-	-	-	35 979	119	201 796
Corporate Services	10 253	76	-	-	-	-	31 265	92	0
Planning and Economic Development	5 188	-	5 035	-	-	-	14 677	2 714	10 091
Community Services	18 855	-	5 308	-	-	-	58 185	-	17 400
Engineering Services	25 795	11 474	16 194	-	-	-	76 611	26 317	57 921
Transport	15 927	1	14 401	-	-	-	45 506	1	32 294
Electrical Engineering	70 235	91	75 178	-	-	-	230 809	758	267 695
Total By Vote	169 083 114	11 761 225	138 194 170	0	0	0	516 548 739	30 014 589	587 196 748

Summary of 3rd Qtr Financial Performance 2012/13

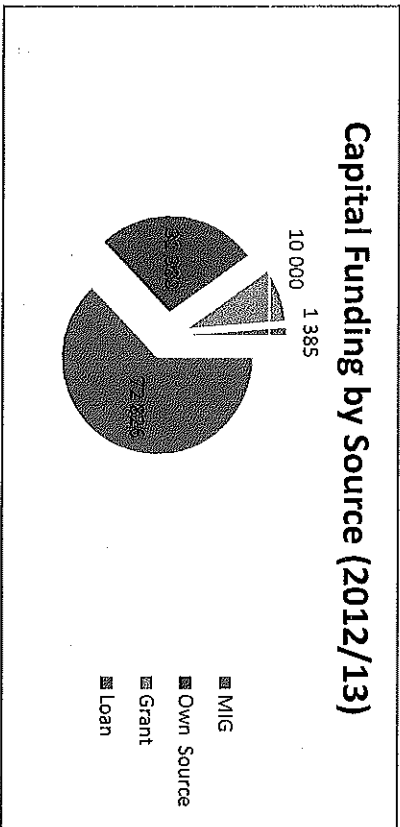
Item: Revenue Budget	Budget	Year to date receipt (31 Dec '12)	% Receipt (31 Dec '12)	Year to date receipt (31 Mar '13)	% Receipt (31 Mar '13)
Grants & Subsidies	323 658 000	192 091 000	60.30%	216 059 000	66.76%
Rates & Taxes (billing)	435 695 329	231 236 917	53.08%	361 529 484	82.98%
Rates & Taxes (collection rate)	231 236 917	222 302 071	96.13%	337 307 817	93.00%
Debtors age analysis		251 292 325		272 191 648	
Bank Balance		33 872 950.85		103 275 307.00	

Initiative (Expenditure Budget)	Budget	Year do date expenditure (31 Dec '12)	% Spent (31 Dec '12)	Year do date expenditure (31 Mar '13)	% Spent (31 Mar '13)
Salaries & Allowances	196 238 336	103 855 952	53.83%	158 067 268	80.55%
Remuneration of Councillors	18 036 148	8 792 274	48.75%	13 159 844	72.96%
Repairs & Maintenance	131 440 409	57 268 710	41.18%	86 313 240	65.67%
Bulk Purchases	233 753 047	112 986 559	48.34%	159 461 094	68.22%
Contracted Services	72 110 801	27 778 906	40.10%	41 964 384	58.19%
Operating Expenditure	824 977 461	372 326 621	45.81%	554 216 483	67.18%
General Expenses	173 398 720	61 644 220	38.59%	95 250 654	54.93%
Capital Expenditure	115 591 062	18 250 364	15.38%	30 011 589	25.96%

Initiative : Conditional Grants	Budget	Year do date expenditure (31 Dec '12)	% Spent (31 Dec '12)	Year do date expenditure (31 Mar '13)	% Spent (31 Mar '13)
FMG	1 500 000	1 393 016		1 382 041	92.14%
INEP	13 000 000	3 295 101	33.18	3 853 301	29.64%
NDPG	10 000 000	4 163 761	83.28	5 025 048	50.25%
MSIG	800 000	354 034	44.25	627 044	78.38%
Free Basic Services	15 000 000	9 695 503		11 286 381	75.24%
MIG	56 665 000	11 921 708	29.24	24 047 946	42.44%
EPWP	1 009 000	643 816	69.86	1 261 441	125.02%

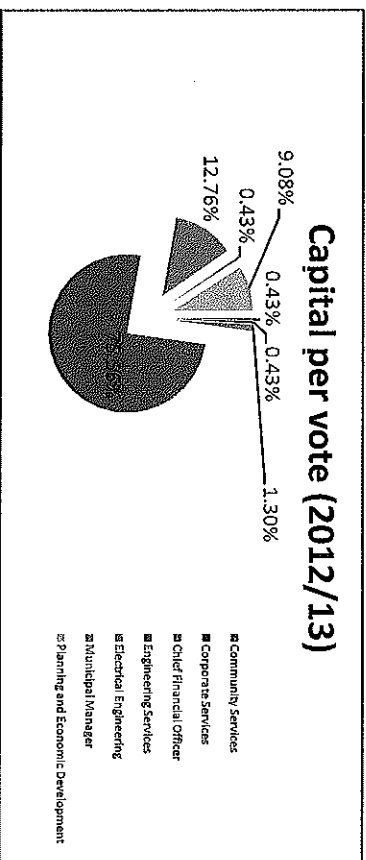
2012/13 Capital Funding by source

Funding Source	Budgeted (R'000)	Adjusted (R'000)	%
MIG	54 526	72 826	63%
Own Source	29 129	31 380	27%
Grant	5 000	10 000	9%
Loan	30 000	1 385	1%
Total	118 655	115 591	100%



2012/13 Capital Allocation by vote

Vote	Budgeted (R'000)	Adjusted (R'000)	%
Community Services	500	500	0.43%
Corporate Services	500	500	0.43%
Chief Financial Officer	1 500	1 500	1.30%
Engineering Services	84 655	87 340	75.56%
Electrical Engineering	28 500	14 751	12.76%
Municipal Manager	500	500	0.43%
Planning and Economic Development	5 500	10 500	9.08%
Total	118 655	115 591	100%



Key Performance Indicators (KPIs) - Office of the Municipal Manager

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual Dec '12	Target Mar '13	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification
BSD	Promote environmentally sound practices and social development	Disaster management	Annual Disaster Management report submitted to Council and MDM within legislated timeframes	January '12	31 July '12	Not yet approved	Not applicable this quarter	Not yet approved	Not applicable this quarter	19-Mar	Not applicable this quarter	Delays in finalising the item	Disaster Annual Report proof of submission to Council & MDM
BSD	Promote environmentally sound practices and social development	Disaster management	% disaster incidences responded to (relieved) within 72-hours	100%	100%	100%	100%	100%	100%	100%	100%		Relief reports
BSD	Promote environmentally sound practices and social development	Disaster management	# of Disaster awareness campaigns organised	6	2	8	7	9	10	19	15		Awareness Campaign Programme Attendance Registers
GG	Develop effective and sustainable stakeholder relations	Inter-governmental relations	% of premier IGR resolutions implemented	100%	100%	75%	100%	80%	100%	90%	100%		IGR resolution register and Quarterly Council reports
GG	Develop effective and sustainable stakeholder relations	Inter-governmental relations	% of district IGR forum and technical working group meeting resolutions implemented	100%	100%	100%	100%	100%	100%	90%	100%		Minutes of MMs forum Resolutions Register
GG	Develop effective and sustainable stakeholder relations	Inter-governmental relations	# of meetings with individual sector Departments and State owned Enterprises	new indicator	1	0	2	0	3	0	4		Minutes and attendance registers
GG	Effective and Efficient administration	Council Support	% of GTM Council resolutions implemented	95%	100%	95%	100%	95%	100%	95%	100%		Council annual program Resolution register
GG	Effective and Efficient administration	Fraud and Anti- corruption	# of cases of fraud and corruption reported	0	0	0	0	0	0	0	0		Fraud and Corruption reports
GG	Effective and Efficient administration	Fraud and Anti- corruption	% cases of fraud and corruption successfully dealt with	100%	100%	100%	100%	100%	100%	100%	100%		Fraud and Corruption reports
GG	Effective and Efficient administration	Management and Administration	# Management meetings	22	13	2	26	1	39	2	52		Minutes of management meetings & Attendance Registers
GG	Effective and Efficient administration	Performance monitoring and reporting	# of performance reports audited	4	1	1	2	0	3	0	4		Exco Agendas containing Quarterly Performance Reports
GG	Effective and Efficient administration	Performance monitoring and reporting	# of MM Departmental monthly reports submitted on time	12	3	3	6	6	9	9	12		Monthly, quarterly, half yearly and annual reports
GG	Effective and Efficient administration	Regulatory Framework	# of By-laws gazetted	new indicator	3	0	6	0	9	0	12		By-Law Register Report on contravention legal action
GG	Effective and Efficient administration	Regulatory Framework	# of policies approved	new indicator	Not applicable this quarter	0	Not applicable this quarter	0	Not applicable this quarter	0	4		Policy register
GG	Effective and Efficient administration	Risk management	% of identified risks addressed	new indicator	90%	0%	90%	0%	90%	0%	90%		Risk register
GG	Effective and Efficient administration	Sound Governance	# of quarterly internal audit reports submitted to audit committee	4	1	0	2	1	3	0	4		Audit Risk Report Quarterly Audit reports
GG	Effective and Efficient administration	Sound Governance	# of Audit committee packs submitted 7 days before meeting	Actual Awaited	1	0	2	0	3	0	4		Acknowledgement of receipt & schedule of meetings

Key Performance Indicators (KPIs) - Office of the Municipal Manager

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual Dec '12	Target Mar '13	Actual Mar '12	Target Jun '13	Reason for deviation	Means of verification
GG	Effective and Efficient administration	Sound Governance	% reduction in audit queries from AG	New indicator	Not applicable this quarter	Not applicable this quarter	100%	0%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Non compliance	Audit Report
GG	Effective and Efficient administration	Sound Governance	% of Internal Audit queries responded to within 10 days	100%	100%	50%	100%	0%	100%	0%	100%	No queries	Register of Internal Audit queries & corresponding reports
GG	Effective and Efficient administration	Sound Governance	# of Outcome 9 reports submitted on time	4	4	4	1	1	2	2	3	Non compliance	Quarterly MFA reports, Acknowledgement of Receipt Audit Report
GG	Effective and Efficient administration	Sound Governance	Audit opinion	Qualified	Not applicable this quarter	Not applicable this quarter	Unqualified audit opinion	Disclaimer Audit Opinion	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Non compliance	Quarterly MFA reports, Acknowledgement of Receipt Audit Report
GG / MFVM	Increase financial viability	Budget management	% of capital spent on projects as prioritised in IDP for specific year	100%	100%	7%	100%	15%	100%	25%	100%		Expenditure report
GG / MFVM	Increase financial viability	Budget management	% of municipal budget spent	92%	Reporting only - no target	19.33	Reporting only - no target	45.80%	Reporting only - no target	67%	100%		Monthly financial budget reports
GG / MFVM	Increase financial viability	Budget management	% of departmental budget spent	80%	25%	20%	50%	43%	75%	65%	100%		Monthly financial budget reports
GG / MFVM	Increase financial viability	Financial reporting	% of AG queries responded to within 2 working days	100%	Not applicable this quarter	Not applicable this quarter	100%	80%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Two journal books were missing and asset management queries were responded to by the service provider which resulted in a late response.	Register of AG queries and response dates
GG / MFVM	Increase financial viability	Municipal Assets	# of departmental asset verifications done	1	0	0	1	1	1	1	2		Asset verification checklist
GG / MFVM	Increase financial viability	Revenue Management	% increase in R-value revenue collection	4%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	5%		Report on revenue generated
GG / MFVM	Increase financial viability	Supply chain management	# of Tenders awarded that deviated from the adjudication Committee recommendations	0	0	0	0	0	0	0	0		Monthly SCM report
GG / MTOD	Effective and Efficient administration	Performance monitoring and reporting	# performance reports submitted within legislated timeframes	8	2	2	4	4	6	6	8		Performance Reports submission register (Outcomes 9 & SDRIP)
GG / MTOD	Effective and Efficient administration	Performance monitoring and reporting	Timely submission of annual report	30-Jan	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	31 Jan '12	31 Jan '13	n/a		Acknowledgement of Receipt, DLGH, AG & PT
GG / MTOD	Effective and Efficient administration	Sound Governance	# of Section 71 (MFA) reports submitted within legislated timeframes	12	3	3	6	6	9	9	12		MFA Report submission register
GG / MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	% Staff turnover	7.1%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	6.5%		HR reports

Key Performance Indicators (KPIs) - Office of the Municipal Manager

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual Dec '12	Target Mar '13	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification
LED	Integrated developmental planning	2030 Vision Strategy	2030 Vision Strategy Developed and approved within required timeframe	new indicator	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	30-Jun		Council Minutes
LED	Integrated developmental planning	Integrated development planning	IDP credibility rating	High	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	High		DLGH report
LED	Integrated developmental planning	Integrated development planning	Timeous submission of draft IDP to COGHSTA	31-Mar	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Disclaimer Audit	31 March '13	18th April 2013	Not applicable this quarter		Acknowledgement of receipt
LED	Integrated developmental planning	Integrated development planning	Timeous adoption of IDP	30-May	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	31-May		Council Minutes
LED	Integrated developmental planning	Integrated development planning	Timeous adoption of SDBIP	20-Jun	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	30-Jun		SDBIP signed by Mayor
LED	Integrated developmental planning	Integrated Development Planning	# of IDP Technical Committee meetings	4	2	1	4	2	5	3	6		Minutes & attendance registers of Steering Committee meetings
LED	Integrated developmental planning	Integrated Development Planning	# of IDP steering Committee meetings	4	2	1	4	1	5	2	6		Minutes & attendance registers of Steering Committee meetings
LED	Integrated developmental planning	Integrated Development Planning	# of IDP Rep forum meetings	3	2	1	4	1	5	2	6		Minutes & Attendance registers of Rep forum meetings
LED	Integrated developmental planning	Integrated Spatial Development	# Capital projects implemented in SDF nodes	new indicator (IDP)	Reporting only - no target	Reporting only - no target	Reporting only - no target	36	Reporting only - no target	36	Reporting only - no target		Revised SDF vs Capital Expenditure
LED	Integrated developmental planning	Integrated Spatial Development	% of capital spent on projects as prioritised in IDP for specific year	100%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	100%		IDP list of capital projects & Budget report
LED/MTOD	Develop a high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	# of formal performance reviews	2	1	0	1	0	2	1	2		Mid-year and Annual Assessment reports
LED/MTOD	Develop a high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	% of critical posts with signed performance agreements	100%	100%	9%	100%	39%	100%	33%	100%		Signed Performance Agreements
LED/MTOD	Develop a high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	% Section 57 Managers with signed Performance Agreements/ Plans by 30 Jun	100%	100%	74%	Not applicable this quarter	49%	Not applicable this quarter	43%	Not applicable this quarter		Performance Agreements for Sect 57 Managers

Key Performance Indicators (KPIs) - Office of the Municipal Manager

KPA/ Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual Dec '12	Target Mar '13	Actual Mar '12	Target Jun '13	Reason for deviation	Means of verification
LED/ M/TOD	Develop a high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	% of MM Managers with signed performance plans by 31 July	100%	100%	0%	Not applicable this quarter	0%	Not applicable this quarter	0%	Not applicable this quarter	Was delayed along with appointment of MM	Signed Performance Plans

Quarterly targets per Project - Office of the Municipal Manager

KPA/Theme	Strategic Objective	Programme	Project	Planned end date	Overexpenditure	Capex	Qtr Ending Sept 2012	Actual Sept 2012	Qtr Ending Mar 13	Actual Mar 13	Qtr Ending Jun 13	Reason for deviation	Means of verification
BSD	Optimise infrastructure investment and services	Infrastructure Planning	Infrastructure Development Plans	30/06/2013			Monitor the drafting of the infrastructure Development plans (Water, Sewer, Roads, Parks & Camerley master plans)	Only Electrical Master Plan in place	Monitor the drafting of the Infrastructure Development plans (Water, Sewer, Roads, Parks & Camerley master plans)	Only Electrical Master Plan in place	Monitor the drafting of the Infrastructure Development plans (Water, Sewer, Roads, Parks & Camerley master plans)	MDM as WSA will draft master plans for water. No funds to draft Roads Master Plan	Correspondence with Directors Progress Reports
BSD	Optimise infrastructure investment and services	Municipal assets	Furniture - MM	30/06/2013	R 600 000		Procure furniture for the Office of the Municipal Manager	Not yet procured.	Not applicable this quarter	Not yet procured.	Not applicable this quarter	Budget was used for Benchmarking purposes	Invoice & Proof of payment
BSD	Optimise infrastructure investment and services	Water and Sewer	Water Service Authority	30/06/2013			Follow-up with COGSTA on progress with GTM Service Authority Status recommendation and report progress	New SLA had been signed with MDM in June 2012	Follow-up with COGSTA on progress with GTM Service Authority Status recommendation and report progress	No progress	Follow-up with COGSTA on progress with GTM Service Authority Status recommendation and report progress		Correspondence
BSD	Promote environmentally sound practices and social development	Disaster environmentally management	Disaster response and recovery	30/06/2013			Develop a responses and recovery plan for GTM based on the district plan	Response plan developed and sent to Council.	Train departments on the implementation of the Response and recovery plan	Still in progress	Train departments on the implementation of the Response and recovery plan	Training to be held on the 18 April 2013.	GTM Response & Recovery plan Council minutes Training attendance
BSD	Promote environmentally sound practices and social development	Disaster management	Disaster Risk Reduction	30/06/2013			Update the Disaster & Emergency Plan and submit to Management for approval. Arrange Disaster risk awareness campaign to cover all wards	Updated and awareness campaign held.	Arrange Disaster risk awareness campaign to cover all wards	Updated and awareness campaign held.	Arrange Disaster risk awareness campaign to cover all wards		Management Minutes Disaster & Emergency Plan approval
BSD	Promote environmentally sound practices and social development	Disaster management	Institutional Capacity for Disaster management	30/06/2013			Build capacity of Disaster Management unit and ensure attendance of Advisory Forum & Technical Committees.	No progress with expanding capacity. Forums at district level only	Build capacity of Disaster Management unit and ensure attendance of Advisory Forum & Technical Committees.	Advisory forum at district level, only one technical committee was held.	Build capacity of Disaster Management unit and ensure attendance of Advisory Forum & Technical Committees.		Council Minutes for 2011/12 Disaster management report
GG	Effective and Efficient administration	Fraud & Anti-corruption	Anti-corruption strategy implemented	30/06/2013			Not applicable this quarter	Not yet implemented	Develop terms of reference for establishment of Council Anti-corruption committee	Still in the process of being implemented	Anti-Corruption Strategy Approved Anti-Corruption committee established	The Mayoral Hotline is being developed.	Anti-corruption strategy Minutes of Anti-corruption committee meetings
GG	Effective and Efficient administration	Fraud & Anti-corruption	Corruption and Misadministration	30/06/2013			Ensure that an Anti-corruption committee is established	No committee was established	Monitor administration to curb corruption and misadministration.	No committee was established	Monitor administration to curb corruption and misadministration.	Currently in the process of forming an anti-corruption committee.	Correspondence to Response to Internal Audit Reports Council Resolution
GG/MTOD	Effective and Efficient administration	Performance Monitoring and Reporting	Performance Auditing	30/06/2013			Conduct audit on 2011/12 Annual Performance report within 2 weeks of receipt and submit report to the MM and the Audit Committee	Performance Reports not audited	Audit the 2nd Qtr SDBIP report and submit report to the MM and Audit Committee within 7 days of receipt.	Not done	Audit the 3rd Qtr SDBIP report and submit report to the MM and Audit Committee within 7 days of receipt.	Reporting timelines do not allow sufficient time for internal audit to conduct report audit prior to submission to	SDBIP Audit Reports -Annual Performance Report audit -Annual Report
GG/MTOD	Effective and Efficient administration	Performance Monitoring and Reporting	Performance Management Software	30/06/2013			Finalise TOR and submit specifications to SCM for assessment of electronic PM System.	TCR submitted to Acting Municipal Manager, awaiting approval	Ensure roll-out of electronic PM and capacity building of PM officials in HR and MM offices to manage system	No progress	Ensure roll-out of electronic PM and capacity building of PM officials in HR and MM offices to manage system	TCR submitted to Acting Municipal Manager, awaiting approval	Proof of Purchase

Quarterly targets per Project - Office of the Municipal Manager

KPA/Theme	Strategic Objective	Programme	Project	Planned End Date	Open	Open	Actual Sept 2012	Qtr Ending - Dec 2012	Actual Dec 2012	Qtr Ending - Mar 2013	Actual Mar 2013	Qtr Ending - Jun 2013	Reason for deviation	Means of verification
LED/MTOD	Develop high performance culture for a changed, diverse, efficient and effective local government.	Employee Performance Management	Cascade Performance Management System	30/06/2013			Identify "best practice" municipalities to visit and study process of cascading individual PMS. Draft implementation guidelines not revised yet.	Commence with cascading process by putting procedures and templates in place and by arranging workshops with union representatives and employees on targeted levels to train them on PMS.	No progress	Commence with cascading process by putting procedures and templates in place and by arranging workshops with union representatives and employees on targeted levels to train them on PMS.	No progress	Development of performance plans for targeted levels of employees	HR to be capacitated to take over the cascading of Employee Performance Management (HR function)	Correspondence Workshop registers Procedure Manual
LED/MTOD	Develop high performance culture for a changed, diverse, efficient and effective local government.	Employee Performance Management	Employee Performance Evaluation	30/06/2013			Conduct audit on 2011/12 Annual Individual Performance Report and submit report to MM & audit committee within 2 weeks	Not applicable this quarter	Not done	Conduct audit on 2012/13 Mid-year individual performance report and submit report to MM & audit committee within 2 weeks	Mid year performance assessment not done	Not applicable this quarter	Performance plan not signed by MM, CFO, CSD & Corp	Audit report on Annual Individual Performance Report -Audit report on Mid-year individual performance
LED/MTOD	Develop high performance culture for a changed, diverse, efficient and effective local government.	Employee Performance Management	Performance Management implementation guidelines (institutional)	30/06/2013			Draft implementation guidelines for institutional performance management in line with reporting requirements	Submit Implementation Guidelines to Council for approval.	Drafting in progress	Arrange a workshop with Management to familiarise all with implementation guidelines	Still in progress	Implement guidelines.	Limited Human Resources in PM office	PMS Implementation guidelines Workshop attendance register
LED/MTOD	Develop high performance culture for a changed, diverse, efficient and effective local government.	Employee Performance Management	Performance monitoring & evaluation	30/06/2013			Ensure that annual assessment of all relevant employees in the Office of the MM is conducted. Ensure that the Annual Performance Evaluations for 2011/12 is concluded by 30 July.	Conduct an informal evaluation of 1st Quarter Performance of relevant employees in the Office of the MM and draft a report by 21 October	Not done	Ensure that a mid-year assessment of employee performance is conducted and a report drafted by 30 January '13	Not done	Ensure that an informal evaluation of 3rd Quarter Performance of relevant employees in the Office of the MM is concluded and a report drafted by 20 April	Performance Agreements not yet signed or signed too late for mid-year assessments to take place	1st & 3rd Qtr Informal Departmental Performance Report 2011/12 Individual Performance report 2012/13 Mid-year individual performance
SR/LED	Integrated Developmental Planning	2030 Vision Strategy	Vision 2030	30/06/2013	R 500 000		Draft specifications and project requirements not yet completed	Advertise and appoint a service provider	List of IDP Representative Forum finalized and available	Monitor data collection by service provider	Not yet completed. Still busy with the progress	1st Draft Strategy ready for discussion		2030 Growth and development strategy framework and guideline
SR/LED	Integrated Developmental Planning	Integrated Development Planning	IDP implementation monitoring	30/06/2013			Monitor the implementation of IDP by ensuring that Trust meetings are held and that reports are discussed at Management. Attend meetings on request	Monitor the implementation of IDP by ensuring that Trust meetings are held and that reports are discussed at Management. Attend meetings on request	IDP Technical, Steering Committees and Rep Forums (instead of Trust) are regularly held	Monitor the implementation of IDP by ensuring that Trust meetings are held and that reports are discussed at Management. Attend meetings on request	IDP Technical, Steering Committees and Rep Forums (instead of Trust) are regularly held	Monitor the implementation of IDP by ensuring that Trust meetings are held and that reports are discussed at Management. Attend meetings on request		Trust meeting reports
SR/LED	Integrated Developmental Planning	Integrated Development Planning	IDP review	30/06/2013			Draft process plan and submit to Council by 30 July. Circulate community needs to departments and facilitate analysis phase review through the Representative Forum.	Conduct Strategic Planning session and prioritise projects for next financial year. Submit project requests to Sector Departments.	Done with IDP Strategic Planning Session. To start with the project phase during January 2013	Draft IDP to Council by 30 March. Submit draft IDP to COGHSTA within legislated timeframes	Draft IDP submitted to Council on the 27 March 2013	Advertise IDP for public input, consolidate inputs and present to Council by 30 May. Submit final IDP to COGHSTA within legislated timeframes		Council Minutes on Process Plan Progress report per phase Correspondence with Departments Council Minutes for IDP adoption

Quarterly targets per Project - Office of the Municipal Manager

KPA/ Theme	Strategic Objective	Programme	Project	Planned start date	Open date	Capex date	Qtr Ending	Qtr Start	Actual Start	Qtr Ending	Qtr Start	Actual End	Qtr Ending	Qtr Start	Actual Mar-13	Qtr Ending	Qtr Start	Reason for deviation	Means of verification
SRLED	Integrated Developmental Planning	Integrated Development Planning	IDP, Budget & PMS alignment	30/09/2013	20/12/2013	20/12/2013	12	12	2012 Efforts in place to ensure compliance in terms of alignment of the IDP and SDBIP Budget	12	12	2012 Efforts in place to ensure compliance in terms of alignment of the IDP and SDBIP	13	13	2013 Efforts in place to ensure compliance in terms of alignment of the IDP and SDBIP	13	13		Correspondence Audit report

Key Performance Indicators (KPIs) - Office of the Chief Financial Officer

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual end Sept '12	Target Dec '12	Actual Dec '12	Target Mar '13	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification
BSD	Improve access to sustainable and affordable services	Electricity Infrastructure	% households earning less than R100 with access to basic electricity (registered as indigents)	33.40	Reporting only - no target	Information not available	Reporting only - no target	Information not available	Reporting only - no target	100%	Reporting only - no target	New indigent applications received	Indigent register
BSD	Improve access to sustainable and affordable services	Free Basic Services	Nr of households with access to free basic electricity	6714	Not applicable this quarter	Not applicable this quarter	10000	7350	Not applicable this quarter	Not applicable this quarter	10000	Revenue reports	Revenue reports
BSD	Improve access to sustainable and affordable services	Waste Management	% households earning less than R100 with access to basic waste removal (registered as indigents)	11%	Reporting only - no target	Information not available	Reporting only - no target	12%	Reporting only - no target	12%	Reporting only - no target	Indigent register	Indigent register
GG	Effective and Efficient administration	Council Support Administration	% of Departmental Council resolutions implemented	100%	100%	100%	100%	100%	100%	100%	100%	Departmental Resolution register	Departmental Resolution register
GG	Effective and Efficient administration	Management and Administration	# of departmental meetings	4	1	4	2	2	3	3	4	Attendance registers of Departmental meetings	Attendance registers of Departmental meetings
GG	Effective and Efficient administration	Performance monitoring and reporting	# of Finance Departmental monthly reports submitted on time	12	3	3	6	6	9	9	12	Monthly, quarterly, half yearly and annual reports	Register of Internal Audit queries & corresponding reports
GG	Effective and Efficient administration	Sound Governance	% of Internal Audit queries responded to within 10 days	100%	100%	100%	100%	100%	100%	100%	100%	Register of Internal Audit queries & corresponding reports	Register of Internal Audit queries & corresponding reports
GG / MFVM	Increase financial viability	Budget management	Final budget tabled before Council by within legislated timeframe	28-May	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	31-May	Council resolution	Council resolution
GG / MFVM	Increase financial viability	Budget management	Annual Adjustment budget approved by Council within legislated timeframe	28-Feb	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	28-Feb-13	Council resolution
GG / MFVM	Increase financial viability	Budget management	Cost coverage ratio	3.37	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	0.8	Financial reports	Financial reports
GG / MFVM	Increase financial viability	Budget management	Debt coverage ratio	12.88	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	30	Financial reports	Financial reports
GG / MFVM	Increase financial viability	Expenditure Management	% decrease in municipal budget variance	New indicator	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	98%	Expenditure report	Expenditure report
GG / MFVM	Increase financial viability	Expenditure Management	Monthly capital expenditure as a % of planned capital expenditure	94%	Reporting only - no target	6.99%	Reporting only - no target	17%	Reporting only - no target	25%	Reporting only - no target	MTAS reports	MTAS reports
GG / MFVM	Increase financial viability	Expenditure Management	% of operational budget spent on repairs and maintenance	16%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	17%	MTAS reports	MTAS reports
GG / MFVM	Increase financial viability	Financial reporting	Timely submission of annual financial statements	31-Aug-11	31-Aug-12	31-Aug-12	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Acknowledgement of receipt by AG & PT	Acknowledgement of receipt by AG & PT
GG / MFVM	Increase financial viability	Financial reporting	% variance from annual Legislated Budget	0%	0%	0%	0%	0%	0%	0%	0%	Timetable & progress reports	Timetable & progress reports
GG / MFVM	Increase financial viability	Financial reporting	% of AG queries responded to within 2 working days	100%	Not applicable this quarter	Not applicable this quarter	100%	70%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Records of Audit queries	Records of Audit queries
GG / MFVM	Increase financial viability	Municipal Assets	# of departmental asset verifications done	1	0	0	1	0	1	0	2	Verification will be done during May 2013 and June 2013	Asset verification checklist
GG / MFVM	Increase financial viability	Municipal Assets	% GRAP compliance (asset register)	100%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	100%	Audit report	Audit report
GG / MFVM	Increase financial viability	Revenue Management	Increase in number of households billed	18 000	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	21 600	Billing reports	Billing reports
GG / MFVM	Increase financial viability	Revenue Management	Average % Payment rate for municipal area	92%	90%	84%	90%	84%	90%	92%	91%	Budget report	Budget report
GG / MFVM	Increase financial viability	Revenue Management	% Payment rate - Tzaneen (urban)	99%	95%	97%	95%	100%	95%	96%	95%	Credit control and debt collection	Budget reports
GG / MFVM	Increase financial viability	Revenue Management	% Payment rate - Tzaneen (rural)	92%	90%	82%	90%	85%	90%	83%	90%	Credit control and debt collection	Budget reports
GG / MFVM	Increase financial viability	Revenue Management	% Payment rate - Nkomoanwa	29%	35%	24%	35%	27%	35%	28%	35%	Credit control and debt collection	Budget reports
GG / MFVM	Increase financial viability	Revenue Management	% Payment rate - Leroyene	39%	40%	41%	40%	40%	40%	34%	40%	Credit control and debt collection	Budget reports

Key Performance Indicators (KPIs) - Office of the Chief Financial Officer

KPA/ Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept 12	Actual end Sept 12	Target Dec 12	Actual end Dec 12	Target Mar 13	Actual Mar 13	Target Jun 13	Reason for deviation	Means of Verification
GG / M/F/M	Increase financial viability	Revenue Management	% Payment rate -Ladale	111%	99%	103%	99%	112%	99%	107%	99%	Credit control and debt collection	Budget reports
GG / M/F/M	Increase financial viability	Revenue Management	% Payment rate -Haarlemstburg	92%	90%	88%	90%	114%	90%	111%	90%	debt collection	Budget reports
GG / M/F/M	Increase financial viability	Revenue Management	Outstanding service relations to revenue ratio	69%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	90%		Financial reports calculations
GG / M/F/M	Increase financial viability	Revenue Management	% equitable share received	95%	42%	42%	89%	70%	100%	104%	100%		Bank Statement
GG / M/F/M	Increase financial viability	Supply chain management	Average time taken from tender advertisement to submission of recommendation to the MM (% of weeks)	9	8		8	9	8	8	9		Contract register
GG / M/F/M	Increase financial viability	Supply chain management	% of Bids awarded within 2 weeks after adjudication	100%	100%	100%	100%	100%	100%	100%	100%		Submission register
GG / M/F/M	Increase financial viability	Supply chain management	% compliance to supply chain management processes	100%	100%	100%	100%	100%	100%	100%	100%		Monthly reports Contract register
GG / M/F/M	Increase financial viability	Revenue Management	Number of Indigents registered	10440	10440	644	10440	3023	10440	7139	14,000		Indigent register
LED / M/TOD	Develop a high performance culture for a changed, diverse, efficient and effective local government.	Employee Performance Management	% of CFO Manager's with signed performance plans by 31 July	100%	100%	0%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter		Signed Performance Plans

Quarterly targets per Project - Office of the Chief Financial Officer

KPA Theme	Strategic Objective	Programme	Project	Planned end date	Ops: 2011/2013	Capex: 2012/2013	Q1 Ending - Sep 12	Actual End Sep 12	Q2 Ending - Dec 12	Actual End Dec 12	Q3 Ending - Mar 13	Actual Mar 13	Q4 Ending - Jun 13	Reason for deviation	Means of verification
BSD	Increase Financial Viability	Programme Development planning	5 Year Capital Investment Framework	30/06/2013			Draft the 5-year capital invest framework	No progress	Finalisation of Annual Audit	In the process of drafting	Investment framework is included in the draft DP	Not applicable this quarter	Not applicable this quarter	Projects prioritisation was done too late to complete framework for inclusion in draft DP	5 Y Capital Investment framework
BSD	Optimise Infrastructure Investment and subsidies	Municipal assets	Finance CFO	30/06/2013	R 500 000		Not applicable this quarter	Not applicable this quarter	Finalisation of Annual Audit	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Procure furniture for the Office of the CFO		Invoice & Proof of payment
GG/MPM	Increase Financial Viability	Financial reporting	Operation Clean Audit	30/06/2013	R 200 000		Manage annual audit and finance response on audit queries (AFS 2011/12)	2 Audit steering committee meetings held	Finalisation of Annual Audit	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Projects prioritisation was done too late to complete framework for inclusion in draft DP	Council Minutes approving Audit Action Plan
GG/MPM	Increase Financial Viability	Financial viability	5 Year Financial Plan	30/06/2013			Not applicable this quarter	Not applicable this quarter	Assess financial performance during 2011/12 and draft 5-year Financial Plan accordingly	Submit 5 Year Financial plan to be reviewed and discussion in the draft DP	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Projects prioritisation was done too late to complete framework for inclusion in draft DP	Management report Correspondence
GG/MPM	Increase Financial Viability	Financial viability	Cost recovery	30/06/2013			Monitor stand data verification, credit control, debt collection and report progress. Ensure that public is informed of all processes	Contractor busy with stand data verification, credit control, debt collection and report progress. Ensure that public is informed of all processes	Monitor stand data verification, credit control, debt collection and report progress. Ensure that public is informed of all processes	Monitor stand data verification, credit control, debt collection and report progress. Ensure that public is informed of all processes	Monitor stand data verification, credit control, debt collection and report progress. Ensure that public is informed of all processes	Monitor stand data verification, credit control, debt collection and report progress. Ensure that public is informed of all processes	Monitor stand data verification, credit control, debt collection and report progress. Ensure that public is informed of all processes	Cost recovery progress reports	
GG/MPM	Increase Financial Viability	Financial viability	Financial Resources Mobilisation	30/06/2013			Monitor budget to actual expenditure, cashflow and the application of loans and short term investments. Report monthly	Reports submitted on time	Monitor budget to actual expenditure, cashflow and the application of loans and short term investments. Report monthly	Monitor budget to actual expenditure, cashflow and the application of loans and short term investments. Report monthly	Monitor budget to actual expenditure, cashflow and the application of loans and short term investments. Report monthly	Monitor budget to actual expenditure, cashflow and the application of loans and short term investments. Report monthly	Monitor budget to actual expenditure, cashflow and the application of loans and short term investments. Report monthly	Budget report	
GG/MPM	Increase Financial Viability	Financial viability	GRAP Training and Financial System Improvement	30/06/2013	R 200 000		Comprehensive system analysis and official training	GRAP & MIP training completed	Comprehensive system analysis and official training	GRAP & MIP training completed	GRAP & MIP training completed	GRAP & MIP training completed	GRAP & MIP training completed	Attendance registers of training sessions	
GG/MPM	Increase Financial Viability	Municipal Assets	Asset management	30/06/2013			Manage Departmental Assets ensure that Asset register are kept up to date	Departmental assets were checked and the movements of assets were recorded	Manage Departmental Assets ensure that Asset register are kept up to date and conduct mid-year asset verification	Manage Departmental Assets ensure that Asset register are kept up to date	Manage Departmental Assets ensure that Asset register are kept up to date	Manage Departmental Assets ensure that Asset register are kept up to date	Manage Departmental Assets ensure that Asset register are kept up to date	Institutional Asset Verification Report	
GG/MPM	Increase Financial Viability	Revenue Management	Credit control - Debt clearing (DBSA7)	30/06/2013	R 2 400 000		Manage and co-ordinate implementation of credit and debt control systems and procedures	Ongoing process	Manage and co-ordinate implementation of credit and debt control systems and procedures	Manage and co-ordinate implementation of credit and debt control systems and procedures	Manage and co-ordinate implementation of credit and debt control systems and procedures	Manage and co-ordinate implementation of credit and debt control systems and procedures	Manage and co-ordinate implementation of credit and debt control systems and procedures	Reviewed Credit and debt control policy	
GG/MPM	Increase Financial Viability	Revenue Management	Indigent register policy	30/06/2013	R 200 000		Monitor the registration and evaluation of indigents applications. Review of indigent policy and implementation of indigent policy and approval	Registration of indigents in progress. Policy approved	Monitor the registration and evaluation of indigents applications.	Monitor the registration and evaluation of indigents applications.	Monitor the registration and evaluation of indigents applications.	Monitor the registration and evaluation of indigents applications.	Monitor the registration and evaluation of indigents applications.	Reviewed indigent policy	
GG/MPM	Increase Financial Viability	Revenue Management	Investment management	30/06/2013			Keep monthly investment register and ensure that all cash available are invested in efficiently	Monthly investment register kept with 100% of cash available invested daily at ABSA. Short term investments are made to spill the risk Council is exposed to.	Keep monthly investment register and ensure that all cash available are invested in efficiently	Keep monthly investment register and ensure that all cash available are invested in efficiently	Keep monthly investment register and ensure that all cash available are invested in efficiently	Keep monthly investment register and ensure that all cash available are invested in efficiently	Keep monthly investment register and ensure that all cash available are invested in efficiently	Investment register	

Key Performance Indicators (KPIs) - Corporate Services Department

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end-June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual Dec '12	Target Mar '13	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification
BSD	Develop and build skilled and knowledgeable workforce	Capacity building and Training	Work place skills plan submitted to LGSETA within required timeframe	30-Jun	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	30-Jun		A/knowledgement of receipt
BSD	Develop and build skilled and knowledgeable workforce	Capacity building and Training	# of Senior managers successfully completed CPMD, MFMP/ELMDP Training Cllrs	21 Senior Managers & 6 Cllrs	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	12		CPMD Training schedule
BSD	Develop and build skilled and knowledgeable workforce	Capacity building and Training	% compliance to Workplace Skills Plan	15.0%	25%	14%	50%	25%	75%	81%	100%		Workplace Skills Plan Training plan
BSD	Develop and build skilled and knowledgeable workforce	Labour Relations	# Industrial actions successfully managed	2	0	0	0	1	0	0	0		Referral letter of Industrial Action
BSD	Develop and build skilled and knowledgeable workforce	Labour Relations	# of Trained presiding officers	5	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	35		Training attendance register
BSD	Develop and build skilled and knowledgeable workforce	Labour Relations	# of Trained prosecutors (initiators)	5	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	35		Training attendance register
BSD	Develop and build skilled and knowledgeable workforce	Labour Relations	# of grievances successfully dealt with	0	Reporting only - no target	0	Reporting only - no target	0	Reporting only - no target	0	Reporting only - no target		Grievance forms
BSD	Develop and build skilled and knowledgeable workforce	Labour Relations	# of disciplinary cases successfully dealt with	0	0	1	0	0	0	0	0		Payday printout
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	# of Jobs created by Municipal Capital projects for youth	269	Reporting only - no target	1186	Reporting only - no target	1201	Reporting only - no target	191	Reporting only - no target		Consolidated Job creation reports
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	# of Jobs created by Municipal Capital projects for women	114	Reporting only - no target	330	Reporting only - no target	330	Reporting only - no target	1263	Reporting only - no target		Consolidated Job creation reports
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	# of Jobs created by Municipal Capital projects for disabled persons	15	Reporting only - no target	2	Reporting only - no target	2	Reporting only - no target	21	Reporting only - no target		Consolidated Job creation reports
GG	Attract and retain the best human capital to become employer of choice	Employee Assistance	# of cases reported	397	Reporting only - no target	4	Reporting only - no target	3	Reporting only - no target	2	Reporting only - no target		Monthly reports
GG	Attract and retain the best human capital to become employer of choice	Employee Assistance	# of EAP cases successfully attended to annually	395	Reporting only - no target	6	Reporting only - no target	3	Reporting only - no target	4	Reporting only - no target		Monthly reports

Key Performance Indicators (KPIs) - Corporate Services Department

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual End Dec '12	Target Mar '13	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification
GG	Attract and retain the best human capital to become employer of choice	Organisational Design	Total Number of staff employed in the municipality	627	Reporting only - no target	663	Reporting only - no target	651	Reporting only - no target	651	Reporting only - no target		Staff establishment
GG	Attract and retain the best human capital to become employer of choice	Organisational Design	Number of Section 57 posts vacant for more than three months	2	1	4	1	2	1	2	1	*Director Corp not filled yet. *Director in Office of the Mayor not budgeted for yet	Staff establishment
GG	Develop effective and sustainable stakeholder relations	Communication	# of media briefings arranged	new indicator	1	0	2	1	3	2	4	Unavailability of the Mayor and Municipal manager	Register of publications
GG	Develop effective and sustainable stakeholder relations	Communication	# of newsletters produced	1	3	1	6	0	9	1	12	budget restraints	Publications
GG	Develop effective and sustainable stakeholder relations	Communication	# of media reports and articles released	2	1	7	2	14	4	15	6	Media is invited to all official functions	Register of publications
GG	Develop effective and sustainable stakeholder relations	Communication	Number of weekly website updates	21	12	5	24	13	36	21	48	Website only updated when information is submitted to IT	Website update register
GG	Develop effective and sustainable stakeholder relations	Communication	# of hotline reports		0	0	0	0	0	0	0		Hotline printout
GG	Develop effective and sustainable stakeholder relations	Communication	# of hotline reports successfully dealt with		0	0	0	0	0	0	0		Hotline printout
GG	Develop effective and sustainable stakeholder relations	Public Participation	# of Mayoral Imbizos held		1	0	2	0	3	0	4		Imbizo Programme Attendance Registers
GG	Develop effective and sustainable stakeholder relations	Public Participation	# of local imbizos held (community meetings per ward)	136	34	4	68	4	102	102	136		Imbizo Programme Attendance Registers
GG	Develop effective and sustainable stakeholder relations	Public Participation	# of people attending imbizo's	4	No target - Reporting only	2000	No target - Reporting only	0	No target - Reporting only	0	No target - Reporting only		Attendance Registers
GG	Develop effective and sustainable stakeholder relations	Public Participation	% of issues raised during imbizos resolved	100%	100%	100%	100%	100%	100%	100%	100%		Imbizo Resolution register
GG	Effective and Efficient administration	Council Support	# of successful cluster meetings	12	27	15	54	27	81	47	108		Cluster and other committee agendas & minutes
GG	Effective and Efficient administration	Council Support	% of Departmental Council resolutions implemented	100%	100%	100%	100%	100%	100%	100%	100%		Departmental Resolution register
GG	Effective and Efficient administration	Council Support	# of Council meetings held	13	1	1	2	2	3	5	4		Minutes and attendance registers

Key Performance Indicators (KPIs) - Corporate Services Department

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual Dec '12	Target Mar '13	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification
GG	Effective and Efficient administration	Council Support	# of Exco meetings held	22	6	4	12	3	18	13	24		Minutes and attendance registers
GG	Effective and Efficient administration	Information management	# of PAIA requests dealt with	0	0	0	0	0	0	0	0		PAIA requests register
GG	Effective and Efficient administration	Information management	# of helpdesk requests received	280	63	IT	126	IT	189	IT	252		Help desk tickets
GG	Effective and Efficient administration	Information management	# of requests successfully dealt with	280	0	IT	0	IT	0	IT			
GG	Effective and Efficient administrator	Information management	% of legislated website content updated	New indicator	100%	100%	100%	100%	100%	100%	100%		Website content checks
GG	Effective and Efficient administrator	Information management	hrs downtime for outside work stations	New indicator	0	95% offline	0	50	0	0	0		Down time register
GG	Effective and Efficient administrator	Legal support	# of legal cases reported	2	0	0	0	0	0	0	0	no case reported	Register of legal cases
GG	Effective and Efficient administration	Management and Administration	# of departmental Manager meetings	4	1	1	2	1	3	1	4		Minutes and Attendance registers of Management Meetings
GG	Effective and Efficient administration	Performance monitoring and reporting	# of Corporate Services Departmental monthly reports submitted on time	12	3	3	6	6	9	9	12		Monthly, quarterly, half yearly and annual reports
GG	Effective and Efficient administration	Sound Governance	% of Internal Audit queries responded to within 10 days	100%	100%	100%	100%	100%	100%	100%	100%		Register of Internal Audit queries & corresponding reports
GG / MFVM	Effective and Efficient administration	Risk management	# Successful claims against the municipality	0	0	2	0	2	0	2	0	Claimants were not happy about the appointed contractors	Register of claims
GG / MFVM	Effective and Efficient administration	Risk management	R-value successful claims against the municipality	R 100 000	0	R 1 500 000	0	R 1 500 000	0	R 1 745 317,38	0	Supply Chain processes were not followed properly	Reportign only
GG / MFVM	Increase financial viability	Budget management	% of departmental budget spent	122.86%	25%	26%	50%	56%	75%	75%	100%		Monthly financial budget reports
GG / MFVM	Increase financial viability	Financial reporting	% of AG queries responded to within 2 working days	100%	Not applicable this quarter	100%	100%	100%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter		Register of Audit queries & corresponding reports
GG / MFVM	Increase financial viability	Municipal Assets	# of departmental asset verifications done	1	0	1	1	1	1	1	2		Asset verification checks
GG / MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	# of staff appointed (new engagements)	42	Reporting only - no target	10	Reporting only - no target	5	Reporting only - no target	8	Reporting only - no target		Staff establishment
GG / MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	# of people from employment equity target groups employed in the three highest levels of management	19	19	19	19	19	19	19	22		Employment Equity report

Key Performance Indicators (KPIs) - Corporate Services Department

KPA/ Theme	Strategic Objective/ Programme	Key Performance Indicator	Baseline	Target Sept	Actual Sept	Target Dec	Actual End Dec	Target Mar	Actual Mar	Target Jun	Reason for deviation	Means of verification	
			(end June 2012)	'12	'12	'12	Dec '12	'13	'13	'13			
GG/ MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	% Compliance to Employment Equity plan	100%	100%	100%	100%	100%	100%	100%		Employment Equity plan & compliance report	
GG/ MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	% of employees that are female	24%	24.1%	34.40%	27.5%	34.70%	31.0%	34.30%	35%	Employment Equity plan & compliance report	
GG/ MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	% of employees that have a disability	1.7%	1.9%	2.30%	2.0%	2.10%	2.1%	2.2%		Employment Equity plan & compliance report	
GG/ MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	% of employees that are youth	31%	31.5%	28.50%	31.5%	23%	32%	35.5%		Employment Equity plan & compliance report	
GG/ MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	% of critical posts filled (MM, CFO, Engineer, Town Planner, Corp & Communications)	100%	100%	98%	100%	98%	100%	94%	Corp Director not yet appointed	Staff establishment	
GG/ MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	# of resignations	7	Reporting only - no target	0%	Reporting only - no target	2%	Reporting only - no target	0%	Reporting only - no target	Staff establishment	
GG/ MTOD	Attract and retain the best human capital to become employer of choice	Human Resource Management	# of promotions	7	Reporting only - no target	0	Reporting only - no target	2	Reporting only - no target	3	Reporting only - no target	Staff establishment	
GG/ PPP	Develop effective and sustainable stakeholder relations	Ward Committees	# of Ward committee meetings	102	102	102	204	204	306	306	408	Register of Minutes of ward committee meetings Ward committees & Community feedback meeting programme	
GG/ PPP	Develop effective and sustainable stakeholder relations	Ward Committees	# of quarterly feedback mass meetings	34	34	102	68	68	102	102	136	Minutes & Attendance Register of Mass meetings	
LED	Create Community beneficiation and empowerment opportunities	Extended Public Works	# of jobs created through EPWP projects	272	Reporting only - no target	79	Reporting only - no target	79	Reporting only - no target	89	3000	EPWP reports	
LED/ MTOD	Develop a high performance culture for a efficient and effective local government	Employee Performance Management	level to which employee performance management has cascaded	new indicator	3	3	4	3	4	4	HR - OD/PMS unit still to be established	Performance Plans for level 4	
LED/ MTOD	Develop a high performance culture for a efficient and effective local government	Employee Performance Management	% of CORP Managers with signed performance plans by 31 July	100%	100%	0%	Not applicable this quarter	0%	Not applicable this quarter	0%	Not applicable this quarter	Corp Director not yet appointed	Signed Performance Plans

Quarterly targets per Project - Corporate Services Department

KPA Theme	Strategic Objective	Programme	Project	Planned end date	Open	Capex	Actual End Dec 12	Actual End Dec 13	Actual end March 13	Qtr Ending - Mar 13	Qtr Ending - Jun 13	Reason for deviation	Means of verification
BSD	Optimize infrastructure investment and services	Municipal assets	Mayoral Furniture (Benque and Entertainment Hall)	30/06/2013	R 105 000		Not applicable this quarter	Not purchased	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter		Invoice & Proof of payment
BSD/ MTOO	Develop and build skilled and knowledgeable workforce	Capacity building and Training	Workforce Skills Plan	30/06/2013	R 1 000 000		Implement approved Work Place Skills plan, 25% expenditure	25% spent on training. (R272,481)	81% of training work. Spent on all planned and ad-hoc training interventions	Conduct an annual training needs assessment (audit) by February. Consolidate training needs into its Work Place Skills Plan. Implement approved Work Place Skills plan. 75% Expenditure	Finalise the Workforce Skills plan and implement. Submit to LG SAs by 30 June 2013. Develop a training implementation plan by 30 June 2013. Implement approved Work Place Skills plan. 100% Expenditure Submission of ATR by 30 June '13		LGSETA Claim form WSP ATR - proof of submission
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	Annual Youth Assembly	30/06/2013	R 35 000		Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Arrange and co-ordinate Annual youth assembly during June 2013		Youth Assembly agenda & attendance register
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	Disability Council Official Launch	30/06/2013	R 30 000		Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Arrange and co-ordinate launch of Disability Council during June 2013		Disability Council minutes & attendance register
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	National Disability Month Celebrations	30/06/2013	R 30 000		Not applicable this quarter	Local Celebrations held on 28/11/2012 in KwaNcwane Community Hall (100 disabled) * 22 disabled sent to District celebrations in Lufkham community hall on 07/12/2012. * 50 disabled sent to Provincial event at matielweg on 04/12/2012	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Disability Council activity plan & report	
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	National Women's Month Celebrations	30/06/2013	R 35 000		Transport was provided to Provincial Women's day celebration (R9,000.00)	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter		Women's month activity plan & report
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	National Youth Month celebrations	30/06/2013	R 70 000		Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Arrange and co-ordinate national youth month celebrations during June		Youth month activity plan and report
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	Annual Men's Inaba	30/06/2013	R 70 000		Annual Men's Inaba and report to Council	No progress will be made February 2013	Hosted at Karibu Leisure resort. Conditions and other attendees were invited to allocate on issues affecting men in the quarter	Preparations for Annual Men's Inaba			Agenda & Attendance Register
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	Relaunch of SAVID	30/06/2013	R 40 000		Not applicable this quarter	Will be hosted in February 2013 in collaboration with Men's Inaba	Not applicable this quarter	Not applicable this quarter	Arrange launching of Young SAVID during June	It clashed with other events	SAVID agenda & attendance register
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	16 Days of activism against Women and child abuse	30/06/2013	R 10 000		Not applicable this quarter	Incorporated into GVM AIDS day event	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Budgetary constraints	Agenda & Attendance Register
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	Youth Strategic Session	30/06/2013	R 25 000		YSS scheduled for 25/10/2012 at Tshepo County Judge	60 Youth from various Youth organisations and SAC met on a strategic session on 22/10/2012 at Tzaneen County Lodge	Youth Strategic session rescheduled for May as requested by the Youth Council	Not applicable this quarter	Not applicable this quarter	Youth Council requested a rescheduled YSS during May 2013	Agenda & Attendance Register for the Youth Strategic Session

Quarterly targets per Project - Corporate Services Department

KPA/Theme	Strategic Objective	Programme	Project	Planned start date	Over	Cost	Quantity	On-Going	Start	End	Actual	Reason for deviation	Means of verification	
BSD	Promote environmentally sound products and social development	Youth, Gender & Disability support	Youth Empowerment	30/06/2013	R	23 500	2422/2013	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Arrange and Coordinate Youth Plenary quarterly	
BSD	Promote environmentally sound products and social development	Youth, Gender & Disability support	Youth Plenary	30/06/2013	R	13 000		Not applicable this quarter	Youth plenary scheduled for 18/10/2012 at Ruyumba TSC	Arrange and Coordinate Youth Plenary quarterly	Youth Plenary was held on 18/10/2012 at Ruyumba TSC attended by 20 youth organisations & BNYC	The Plenary was held on the 29/02/2013 at Nkwesha stadium	Arrange and Coordinate Youth Plenary quarterly	
GGAT/D	Attract and retain the best human capital to become employee of choice	Human Resource Management	Career Management and retention	30/06/2013				Implement Career Management and Retention policy upon approval	Retention Strategy approved by Council	Implement Career Management and Retention policy upon approval	Retention Strategy implemented	Implement Career Management and Retention policy upon approval	Council Resolution Career Management and Retention Policy	
GGAT/D	Attract and retain the best human capital to become employee of choice	Human Resource Management	Personal Provisioning	30/06/2013				Review Personal Provisioning policy	Policy reviewed for submission	Submit revised policy to Council for approval	Not yet submitted	Monitor implementation of new policy and report monthly	Council Resolution Personal Provisioning policy	
GGAT/D	Attract and retain the best human capital to become employee of choice	Human Resource Management	7 soft software	30/06/2013	R	70 000		Submit item on Task Implementation to Council	Project placed on ice as Council received to revert by 1st of June System	Coordinate Local Labour Forum meetings	Co-ordinate Local Labour Forum meetings held up to end Dec 2012	Project placed on ice	Implement and maintain system	Council Resolution Proc of Purchase
GGAT/D	Attract and retain the best human capital to become employee of choice	Labour Relations	Local Labour Forum	30/06/2013				Coordinate Local Labour Forum meetings	Co-ordinate Local Labour Forum meetings	Coordinate Local Labour Forum meetings	Co-ordinate Local Labour Forum meetings	Coordinate Local Labour Forum meetings	Minutes of Meetings	
GG	Develop effective and sustainable stakeholder relations	Communication	Communication strategy	30/06/2013	R	15 000		Review the Communication Strategy in consultation with all Departments	Finalised 18/9/2012	Submit revised communication strategy to Council for approval by 30 November 2012	Not applicable this quarter	Ensure that all Official communication activities are in line with the approved strategy	Review Communication Strategy	
GG	Develop effective and sustainable stakeholder relations	Communication	Digital Cameras	30/06/2013	R	15 000		Secure quotations and purchase digital cameras	Buy 1 Digital Camera September 2012	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Review Communication Strategy	
GG	Develop effective and sustainable stakeholder relations	Communication	Internal and External Communication	30/06/2013	R	150 000		Collect news from various departments, Develop Quarterly Newsletters, Compile monthly internal	1 Newsletter in August	Collect news from various departments, Develop Quarterly Newsletters, Compile monthly internal	Not done	Collect news from various departments, Develop Quarterly Newsletters, Compile monthly internal	Auditing appointment of Director for final Authorization	
GG	Develop effective and sustainable stakeholder relations	Communication	Media Relations	30/06/2013	R	20 000		Plan and ensure successful networking session.	Was held on 6 July 2012	Not applicable this quarter	Not applicable this quarter	1 was held in February 2013	Facility report	
GG	Develop effective and sustainable stakeholder relations	Communication	Municipal Audio System	30/06/2013	R	50 000		Not applicable this quarter	Not applicable this quarter	Acquisition of an Audio system	Not purchased	Not applicable this quarter	Audio System no longer needed	
GG	Develop effective and sustainable stakeholder relations	Communication	Municipal Branding Equipment	30/06/2013	R	100 000		Secure branding equipment and municipal flag to market	Buy 1 X banner during July 2012	Utilise branding equipment and municipal flag to market	All branding materials are being used	Utilise branding equipment and municipal flag to market	Branding equipment Proc/ Register of events and branding done	
GG	Develop effective and sustainable stakeholder relations	Communication	Public Load Handling system	30/06/2013	R	70 000		Not applicable this quarter	Not applicable this quarter	Acquisition of a Load Handling system	Will be purchased in the 4th Quarter	Will be purchased in the 4th Quarter	Proc of purchase	
GG	Develop effective and sustainable stakeholder relations	Communication	Video cameras	30/06/2013	R	20 000		Secure quotations and purchase video cameras	Still a quotation stage	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Proc of purchase	
GG	Develop effective and sustainable stakeholder relations	Management	Municipal ISR	30/06/2013	R	50 000		Ensure regular attendance of ISR meetings and implementation of resolutions	Submitted 1 ISR meeting	Ensure regular attendance of ISR meetings and implementation of resolutions	No meeting was convened	Ensure regular attendance of ISR meetings and implementation of resolutions	Minutes and resolutions	

Quarterly targets per Project - Corporate Services Department

KPA/Theme	Strategic Objective	Programme	Project	Planned end date	Open	Capex	Actual Achieved	Actual End Dec '12	Qtr Ending - Mar '13	Actual End Mar '13	Qtr Ending - Jun '13	Reason for deviation	Means of verification
GG	Develop effective and sustainable stakeholder relations	Public Participation	Public Participation management	30/06/2013	R	50 000	2012/2013	30/06/2013	Coordinate public participation in line with the strategy and implement	Has been postponed to February	Coordinate and facilitate public participation sessions as per the implementation plan	Integrated Public Participation plan and developed	Integrated Public Participation programmes implemented
GG	Effective and Efficient administration	Information management	Delegation of Authority	30/06/2013	R	250 000		30/06/2013	Review PPE implementation plan in line with the strategy and implement	The Draft Delegation of Powers was prepared and waiting for Council approval	No applicable this quarter	Council Resolution	
GG	Effective and Efficient administration	Information management	Maintenance Contract Tally-Gentom line printers	30/06/2013	R	50 000		30/06/2013	Source quotations for the maintenance of Tally-Gentom line printers and submit to Council for approval	SLA monitored for maintenance of Tally-Gentom line printers	Monitor implementation of SLA for maintenance of Tally-Gentom line printers	IT reports	
GG	Effective and Efficient administration	Information management	Reserve Billing Module	30/06/2013	R	80 000		30/06/2013	Source quotations from service providers and purchase binding machine	Request for quotations submitted to SCMU	No applicable this quarter	Proof of Purchase	
GG	Effective and Efficient administration	Information management	Rural Broadband connectivity (PP4)	30/06/2013				30/06/2013	Provide technical inputs into the provision of connectivity for satellite and Thusing Centres. Attend NDFG task team meetings	Seven satellite offices currently connected and online. Currently busy with processes to connect remaining satellite offices to complete Phase 1	Provide technical inputs into the provision of connectivity for satellite and Thusing Centres. Attend NDFG task team meetings	Minutes and attendance registers of NDFG meetings	
GG	Effective and Efficient administration	Legal support	Arbitration and Litigation	30/06/2013				30/06/2013	Represent Council in Arbitration and Conciliation proceedings	2 Arbitrations	Represent Council in Arbitration and Conciliation proceedings	Register of cases	
GG	Effective and Efficient administration	Regulatory Framework	From Ignition of By-laws	30/06/2013				30/06/2013	Appoint a provider for public participation process	Still in public participation process	Ensure that by-laws are promulgated. Monitor the public participation process and facilitate by-laws for promulgation	Government Gazette	
GGM/TOD	Effective and Efficient administration	Sound Governance	Institutional Plan	30/06/2013				30/06/2013	Finalise and monitor organisational re-engineering	Service Provider appointed to conduct benchmarking exercise	Finalise Institutional Plan and ensure approval by Council	Council Resolution on Institutional Plan	
GG/PP	Develop effective and sustainable stakeholder relations	Ward Committees	Ward Committees Functionality	30/06/2013				30/06/2013	Facilitate, co-ordinate and provide administrative support to enable the Ward committees to function effectively. Monitor functionality by compiling Monthly consolidated VC report & report on attendance of meetings	All Wards are supported by the CDF	Facilitate, co-ordinate and provide administrative support to enable the Ward committees to function effectively. Monitor functionality by compiling Monthly consolidated VC report & report on attendance of meetings	Monthly Consolidated VC Report of Register of Attendance	
LEC/MTCO	Develop high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	Performance monitoring & evaluation	30/06/2013				30/06/2013	Participate in the Annual Performance Assessment for 2011/12. Ensure that score sheets are completed in time & POEs are complete	20 11/12 Performance Assessment postponed	Conduct an informal assessment of the mid-year employee performance evaluations for 2012/13. Ensure that score sheets are completed in time & POEs are complete	No performance plans signed, Director Position remains vacant	1st & 3rd Qtr Informal Performance Reports

Key Performance Indicators (KPIs) - Electrical Engineering Department

KPI Theme	Strategic Objective	Programme	Key Performance Indicators	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual End Dec '12	Target Mar '13	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification	
RSD	Improve access to sustainable and affordable services	Electricity Infrastructure	No of households with access to basic (or higher) electricity	77 116	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	81 505		Esom reports	
				# of new household connections in villages (DOE grant)	1 015	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	1 349	
GG	Optimise infrastructure investment and services	Cost Recovery	Total kWh electricity loss (from electricity available (utility/yr))	47 740 299	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	47 740 299		Revenue reports	
				% of households with access to electricity	85.9	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	88.2%		Esom reports
				MVA Electricity available (town) (firm capacity)	35	Reporting only - no target	35	Reporting only - no target	35	Reporting only - no target	35	45		Monthly reports
				MVA Electricity available (utility/yr)	40	Reporting only - no target	40	Reporting only - no target	40	Reporting only - no target	40	50		Monthly reports
GG	Efficient and Effective administration	Council Support	% of Departmental Council resolutions implemented	100%	100%	100%	100%	100%	100%	100%	100%		Budget report	
				Efficient and Effective administration	2	0	0	1	1	1	1	2		Departmental Resolutions register
GG	Effective and Efficient administration	Performance monitoring and reporting	# of Electrical Engineering Departmental monthly reports submitted on time	12	3	3	6	6	9	9	12		Monthly, quarterly, half yearly and annual reports	
				Sound Governance % of Internal Audit queries responded to within 10 days	100%	100%	100%	100%	100%	100%	100%	100%		Register of Internal Audit queries & corresponding reports
GG / MAF/M	Increase financial viability	Budget management	% of departmental budget spent	98%	25%	23%	5%	46%	75%	67%	100%		Monthly financial budget reports	
				Expenditure Management	97%	10%	0.31%	22%	8%	50%	2%	100%	Capital Budget Not Available	Approved Departmental budget 31 May 2010
GG / MAF/M	Increase financial viability	Financial reporting	% of AG queries responded to within 2 working days	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	100%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter		Register of Audit queries & corresponding reports	
				Municipal Assets	# of departmental asset verifications done	1	0	0	1	0	1	0	2	
ES/M/T/O/D	Develop a high performance culture for a changed, diverse, efficient and effective local government	Employees Performance Management	% of EED Manager's with signed performance plans by 31 July	100%	100%	100%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter		Signed Performance Plans	

Quarterly targets per Project - Electrical Engineering Department

MPA/Theme	Strategic Objective	Programme	Project	Planned end date	Open 2012/2013	Capex 2012/2013	Qtr Ending Sept '12	Actual Achieved Sept '12	Qtr Ending Dec '12	Actual End Dec '12	Qtr Ending Mar '13	Actual end March '13	Qtr Ending Jun '13	Reason for deviation	Means of verification
BSD	Improve access to sustainable and affordable	Electricity Infrastructure Development	Electrification of Levington (215 units)	30/06/2013	R 2 200 000		Design approved	Buy with Appointment of Service Provider	Contractor appointed	Project at design stage	Project 63% completed	Project at design stage	Project completed 215 units energised		Consultant Reports
BSD	Improve access to sustainable and affordable	Electricity Infrastructure Development	Electrification of Mshwama and Mshwama (570 units)	30/06/2013	R 5 450 000		Design approved	Buy with Appointment of Service Provider	Contracts appointed	Project at design stage	Project 63% completed	Project at design stage	Project completed 570 units energised		Consultant Reports
BSD	Improve access to sustainable and affordable	Electricity Infrastructure Development	Electrification of Makhela Cross and Makhela (664 units)	30/06/2013	R 5 350 000		Design approved	Buy with Appointment of Service Provider	Contractor appointed	Project at design stage	Project 63% completed	Project at design stage	Project completed 664 units energised		Consultant Reports
BSD	Improve access to sustainable and affordable	Electricity Infrastructure Development	Electrification of Mshwama and Mshwama (570 units)	30/06/2013	R 9 000 000		Source funding to complete Dan Extension	Buy with Appointment of Service Provider	Source funding to complete Dan Extension	Design approved by Eskom awaiting handover	Electrification of 544 households	Project at construction phase	Not applicable this quarter		Monthly report
BSD	Optimise infrastructure investment and services	Electricity network upgrade and maintenance	Capex Tools (70wp)	30/06/2013	R 250 000	R	Procurement of tools as it when required	R17 331.82 spent on purchase of capital tools	Procurement of tools as it when required	R36 465.69 on Purchase of Capital Tools	Procurement of tools as it when required	R16 902.39 on Purchase of Capital Tools	Procurement of tools as it when required		Monthly Report
BSD	Optimise infrastructure investment and services	Electricity network upgrade and maintenance	Capex Tools (70wp)	30/06/2013	R 250 000	R	Not applicable this quarter	R7 877.0 spent on capital tools	Procurement of tools as it when required	R21 978 Spent on Purchase of Capital Tools	Procurement of tools as it when required	R73 347 Spent on Purchase of Capital Tools	Procurement of tools as it when required		Monthly Report
BSD	Optimise infrastructure investment and services	Electricity network upgrade and maintenance	Electricity network upgrading	30/06/2013	R 12 000 000		Allocate funding acquired through service contribution payments to projects for increased capacity.	Planning started on expanding infrastructure with new capacity project	Allocate funding acquired through service contribution payments to projects for increased capacity	Awaiting approval for prison sub. Material bought for prison sub and Labelle main sub on follow up fund.	Allocate funding acquired through service contribution payments to projects for increased capacity	Procurement process for contractor in process. Received additional funds of R7 Million from Cell Department. R1 Million allocated to the Outlying Department for the upgrading of Compaes other substation	Allocate funding acquired through service contribution payments to projects for increased capacity		Allocate funding acquired through service contribution payments to projects for increased capacity
BSD	Optimise infrastructure investment and services	Electricity network upgrade and maintenance	Upgrading Tzaneen Town network including cables	30/06/2013		2 000 000 (partly over)	Acquire permission from DPW to construct switching station	DPW R50 781.68 spent on design and switching station construction	Construction of Switching Station and cabling complete	R51 657.21 spent on construction of switching and cabling	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Awaiting approval for the registration of Prison sub location.	Project Certificates & Progress reports
LEC/MTCO	Develop high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	Employee Performance Monitoring & evaluation	30/06/2013			Participate in the Annual Performance Assessment for 2011/12. Ensure that score sheets are completed in time & POEs are complete	Annual Performance Assessment for 2012/13 conducted	Conduct an Informal assessment of 1st Quarter Performance of relevant employees in the Department and send report to the MM by 21 October '12	Final Informal assessment done; no report generated	Participate in the mid-year evaluations for 2012/13. Ensure that score sheets are completed in time & POEs are complete	Formal Assessment Done	Conduct an Informal assessment of the 3rd Quarter Performance of relevant employees in the Department and submit report to the MM by 20 April '13	Formal Mid-year assessments not conducted as performance plans for other Departments were not signed	1st & 3rd Qtr Informal Departmental Performance Reports

Key Performance Indicators (KPIs) - Engineering Services Department

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept 12	Actual Sept 12	Target Dec 12	Actual Dec 12	Target Mar 13	Actual Mar 13	Target Jun 13	Reason for deviation	Means of verification
BSD	Improve access to sustainable and affordable services	Building Control	% decrease in non-compliance to building regulations	21%	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	17%		Register of interventions
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Km of roads repaved	0	not applicable this quarter	0	11	0	not applicable this quarter	0	150	Repaving capital projects are no longer taking place because we are doing tar roads only	Monthly reports
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	% reduction in road backlog	new indicator	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	12%		Road completion reports
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Km of roads tarred	0	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	21		Road Progress Reports
BSD	Optimise infrastructure investment and services	Cost Recovery	% Water unaccounted for (water distribution losses)	6%	6%	5%	6%	6%	6%	5.6%	6%	N/A	Water distribution reports
BSD	Optimise infrastructure investment and services	Fleet Management	R-value spent on fleet maintenance as % of asset value	30%	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	10%		Expenditure reports
BSD	Optimise infrastructure investment and services	Maintenance and upgrading of municipal buildings	Office space backlog	200	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	200		Expenditure reports
BSD	Optimise infrastructure investment and services	Maintenance and upgrading of municipal buildings	R-value spent on maintenance of municipal buildings as % of asset value	44%	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	15%		
BSD	Optimise infrastructure investment and services	Roads and Storm water maintenance and upgrade	R-value spent on maintenance of roads infrastructure as % of asset value	5%	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	5%		Expenditure reports
BSD	Optimise infrastructure investment and services	Water and Sewer maintenance and upgrade	R-value spent on maintenance of water infrastructure as % of asset value (Storms)	23%	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	43.6%		Expenditure reports
BSD	Optimise infrastructure investment and services	Water and Sewer maintenance and upgrade	R-value spent on maintenance of sanitation infrastructure as % of asset value (Storms)	41%	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	41.3%		Expenditure reports
BSD	Promote environmentally sound practices and social development	Environmental Health management	% of daily samples taken complying to SANS 241	100%	100%	100%	100%	100%	100%	100%	100%	n/a	Records of samples and reports
GG	Effective and Efficient administrator	Council Support	% of Departmental Council resolutions implemented	100%	100%	100%	100%	100%	100%	100%	100%		Departmental Resolution register
GG	Effective and Efficient administrator	Legal support	# of Departmental policies developed	0	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	not applicable this quarter	1		Approved Fleet policy
GG	Effective and Efficient administrator	Management and Administration	# of departmental meetings	4	1	3	2	4	3	1	4	Meetings were informally held but registers of Departmental no minutes	Minutes and Attendance registers of Departmental meetings
GG	Effective and Efficient administration	Performance monitoring and reporting	# of Engineering Services Departmental monthly reports submitted on time	12	3	3	6	6	9	9	12		Monthly, quarterly, half yearly and annual reports

Key Performance Indicators (KPIs) - Engineering Services Department

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Actual End Dec '12	Target Dec '12	Actual Sept '12	Target Sept '12	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification
GG	Effective and Efficient administration	Sound Governance	% of Internal Audit queries responded to within 10 days	100%	100%	100%	100%	100%	100%	100%		Register of Internal Audit queries & corresponding reports
GG / MFVM	Increase financial viability	Budget management	% of departmental budget spent	81%	40%	50%	11%	75%	63%	100%	Most of contractor's expired, note the delay of SCMU processes	Monthly financial budget reports
GG / MFVM	Increase financial viability	Expenditure Management	% of ESD capital budget spent	51%	18%	20%	11%	50%	27%	100%	The were court interdict on the Sasekani to Nkwankwona road and Claude Wheelley	Monthly financial budget reports
GG / MFVM	Increase financial viability	Financial reporting	% of AG queries responded to within 2 working days	100%	100%	100%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter		Register of Audit queries & corresponding reports
GG / MFVM	Increase financial viability	Municipal Assets	# of departmental asset verifications done	1	1	1	1	1	1	2		Asset verification checklist
GG/MFVA	Financial Viability	Budget management	% MIG funding spent	81%	25%	50%	11%	75%	61%	100%	Could not spend on the Sasekani to Nkwankwona project due to court interdict	Budget printout
LED	Integrated developmental planning	Integrated Spatial Development	% of departmental capital spent in the priority areas identified in Spatial Development Framework	100%	100%	100%	100%	100%	100%	100%		Revised SDF vs Capital Expenditure
LED/MTOD	Develop a high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	% of ESD Manager's with signed performance plans by 31 July	100%	100%	100%	100%	100%	Not applicable this quarter	Not applicable this quarter		Signed Performance Plans

Quarterly Targets per Project - Engineering Services Department

KPA/Theme	Strategic Objective	Programme	Project	Planned End Date	Open	Category	Qtr Ending	Start	Actual Achieved	Qtr Ending	Actual End Date	Qtr Ending	Actual Mar'13	Qtr Ending	Reason for deviation	Means of verification
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Lehyenge new cemetery bar road	30/06/2013	20/7/2013	R	1/2	Not applicable this quarter	Not applicable this quarter	12	12	12	12	12	Waiting for the processes of the new cemetery site.	Monthly reports to Council & COCHSITA
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Malabarva to Sedon Tar (6km)	30/06/2013		R	10	Design and submit tender documentation to Supply Chain and monitor tender process. Report progress before 6th of every month	Scope of works report was submitted on 3/08/12. Environmental Consultant has been appointed. Engineer progress before 6th of every month	Design and submit tender documentation to Supply Chain and monitor tender process. Report progress before 6th of every month	Designs are complete and tender document submitted for approval. 6th of every month	Monitor implementation and report progress before 6th of every month	Project has passed the tender stage and now waiting the appointment of the contractor	Monitor implementation and report progress before 6th of every month		Monthly reports to Council & COCHSITA
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Konekive Low level bridge	30/06/2013		R	500	Monitor Supply Chain process	Tender for appointment of the consultant was advertised on the 20 September 2012	Appointment of consultant to develop designs	The tender for the appointment of the consultant closed on the 12 October 2012	Appointment of contractor, monitor implementation and report progress	Consultant has just been appointed	Monitor implementation and report progress	Delays in appointing consultant by SCMU was only appointed in February 2015	Monthly reports Certificates & progress reports
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Mawa Block 12 Low level bridge	30/06/2013		R	500	Monitor Supply Chain process	Tender for appointment of the consultant was advertised on the 20 September 2012	Appointment of consultant to develop designs	The tender for the appointment of the consultant closed on the 12 October 2012	Appointment of contractor, monitor implementation and report progress	Consultant has just been appointed	Monitor implementation and report progress	Delays in appointing consultant by SCMU was only appointed in February 2015	Project Certificates & progress reports
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Mokonegne low level bridge	30/06/2013		R	500	Monitor Supply Chain process	Tender for appointment of the consultant was advertised on the 20 September 2012	Appointment of consultant to develop designs	The tender for the appointment of the consultant closed on the 12 October 2012	Appointment of contractor, monitor implementation and report progress	Consultant has just been appointed	Monitor implementation and report progress	Delays in appointing consultant by SCMU was only appointed in February 2015	Project Certificates & progress reports
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Ritkoso low level bridge	30/06/2013		R	500	Monitor Supply Chain process	Tender for appointment of the consultant was advertised on the 20 September 2012	Appointment of consultant to develop designs	The tender for the appointment of the consultant closed on the 12 October 2012	Appointment of contractor, monitor implementation and report progress	Consultant has just been appointed	Monitor implementation and report progress	Delays in appointing consultant by SCMU was only appointed in February 2015	Project Certificates & progress reports
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Remoshinyaf to Mokonegne Tar road (Phase 2)(3.6km)	30/06/2013		R	12	12	12	12	12	12	12	12	Construction is in progress and the physical progress is at 65%	Monitor implementation and report progress before 6th of every month
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Rehabilitation of streams in Tzameen - Claude Winaryi	30/06/2013		R	12	12	12	12	12	12	12	12	Construction on hold	Monitor implementation and report progress

Quarterly targets per Project - Engineering Services Department

KPA/Theme	Strategic Objective	Programme	Project	Planned end date	Onex Zintzonis	Onex Zintzonis	Onex Zintzonis	Qtr Ending Dec-12	Actual End Dec-12	Qtr Ending Mar-13	Actual Mar-13	Qtr Ending Jun-13	Reason for deviation	Means of verification
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Sasent/ to Mkwankwa Tar road (Phase 2)	30/06/2013	R 8 473 559		Construction on hold	Not applicable this quarter	New contractor appointed, site handover was on 15/01/13	Not applicable this quarter	Contractor on site but there was a month and a half delay for the signing of the services level agreement. Contractor busy with layer works.			Monthly reports
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Senahle to Mopelata Tar (Phase 2)	30/06/2013	R 31 285 000		Project is on adjudication stage waiting appointment of the contractor by SCM	Monitor implementation and report progress before 6th of every month	Contractor appointed, site handover was on 14/01/13	Monitor implementation and report progress before 6th of every month	Contractor on site, busy with mass earth works.	Monitor implementation and report progress before 6th of every month		Monthly reports
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Speed humps	30/06/2013	R 2 200 000		The identification of the speed hump positions was completed	Implementation of speed humps and report progress	The identification of the speed humps was completed and the project will be implemented after the appointment of contractors for the construction of low level bridges (Pellis, Mclua, Mopye and Thako to Sefo)we	Implementation of speed humps and report progress	Waiting for the appointment of the contractor for Pellis low level bridge	Implementation of speed humps and report progress	The budget is reserved for the shortfall on the construction of low level bridges.	Project Certificates & progress reports
BSD	Improve access to sustainable and affordable services	Roads and Storm water Infrastructure Development	Thapane to Mongl Tar	30/06/2013	R 11 144 700		Environmental Consultant appointed and the Engineer busy with designs.	Monitor implementation and report progress before 6th of every month	Consulting Engineer busy with the designs	Monitor implementation and report progress before 6th of every month	Project has passed the tender stage and now waiting the appointment of the contractor	Monitor implementation and report progress before 6th of every month		Monthly reports
BSD	Integrated Developmental Planning	Infrastructure Planning	Roads master plan	30/06/2013	R 3 000 000		The identification of the source was not done	Identify source of funding	Waiting for availability of budget	Monitor progress with the drafting of the Roads master plan	Waiting for the assistance from MISA service provider	Monitor progress with the drafting of the Roads master plan	Waiting for the availability of the budget	Monthly reports from service provider
BSD	Optimise infrastructure investment and services	Fleet management	Fleet management	30/06/2013	R 5 502 892		Buy with specification for advert for installation of tracing system	Implement fleet management system and report progress	Review Fleet Management policy and monitor progress with implementation of tracking devices	Waiting for SCM/JU to advertise for appointment of service provider for installation of tracking devices	Waiting for SCM/JU to advertise for appointment of service provider for installation of tracking devices	Monitor the implementation of the service fleet management system	Delay in SCM/JU process to appoint service provider	Monthly reports
BSD	Optimise infrastructure investment and services	Infrastructure Planning	Water & Sewer master plan	30/06/2013	R 4 000 000		Mopani District Municipality to fund the water infrastructure Plan	Identify source of funding	Mopani District Municipality to fund the Master Plan for Water and Sanitation. Appoint service provider	Monitor progress with the drafting of the Water & Sewer Master Plans	Not yet done	Monitor progress with the drafting of the Water & Sewer Master Plans	No budget to implement the project	Monthly reports from service provider

Quarterly targets per Project - Engineering Services Department

PRAL Theme	Strategic Objective	Programme	Project	Planned start date	Open	Cases	Q1 Ending	Q2 Actual Achieved	Q3 Ending	Actual End Dec	Q4 Ending	Actual Mar-13	Q1 Ending	Reason for	Means of verification	
BSD	Optimise infrastructure investment and services	Maintenance and upgrading of municipal buildings	Additional Office space	30/06/2013	R	3 000 000	12/2/2013	Implement outcome of the feasibility study	12/2/2013	12/2/2013	12/2/2013	12/2/2013	12/2/2013	The service level agreement was only signed in April therefore the project has been added due to SCMU processes	Verification Office space reports	
BSD	Optimise infrastructure investment and services	Maintenance and upgrading of municipal buildings	Replenishing Aircon and furniture in Engineering Department	30/06/2013	R	500 000	30/06/2013	Draft specifications and advertise for the provision of aircons and furniture	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	Invoice & Proof of payment
BSD	Optimise infrastructure investment and services	Maintenance and upgrading of municipal buildings	Sealing of Rates Hall and Morphy Access Control system	30/06/2013	R	150 000	30/06/2013	Planning and design of Rates hall changes	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	Project progress reports
BSD	Optimise infrastructure investment and services	Municipal assets	Capital Equipment	30/06/2014	R	150 000	30/06/2014	Source Quotations for the purchasing of Fuel tankers brush cutters and pumps	30/06/2014	30/06/2014	30/06/2014	30/06/2014	30/06/2014	30/06/2014	30/06/2014	Invoice & Proof of payment
BSD	Optimise infrastructure investment and services	Municipal assets	Zareen Airfield Fencing	30/06/2013	R	650 000	30/06/2013	Monitor Supply Chain process to appoint contractor	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	Progress Reports
BSD	Optimise infrastructure investment and services	Roads & Storm water maintenance and upgrade	Funeral roads in all clusters	30/06/2013	R	4 257 000	30/06/2013	100% compliance to requisitions submitted	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	Funeral road register
BSD	Optimise infrastructure investment and services	Roads & Storm water maintenance and upgrade	Regraveling of internal streets all clusters	30/06/2013	R	11 882 312	30/06/2013	Maintain internal streets in all clusters as and when required report activities on a monthly basis	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	Regraveling Project progress reports
BSD	Optimise infrastructure investment and services	Water and Sewer maintenance and upgrade	BlueDrop Water Certification (BDC)	30/06/2013	R	11 882 312	30/06/2013	Maintain blue drop status by monitoring compliance to SANS 241:2011 at Zareen & Lesille water system. Develop water safety plans and policies for Nkwenkwa and Lenyenge to secure BDC	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	30/06/2013	Water Quality Reports

Quarterly targets per Project - Engineering Services Department

KPA/Theme	Strategic Objective	Programme	Project	Planned end date	Opex	Capex	Qtr Ending	Actual End Date	Qtr Ending	Actual Mar '13	Qtr Ending	Reason for deviation	Means of verification
BSD	Optimise infrastructure investment and services	Water and Sewer maintenance and upgrade	GreenDrop Certification (GDC)	30/06/2013		2012/2013	Qtr Ending: Oct '12 Actual Achieved: Sept '12	Actual End Date: 12/12/12	Qtr Ending: Dec '12	Actual Ending: Mar '13	Qtr Ending: Jun '13		Waste Water Management Plan Waste Water Quality reports
							Develop plans for waste water management to secure GDC for Tzaneen & Nkwenkwa and Leriyene. Monitor activities to ensure adherence to SANS 241:2011	Risk Abatement Plan for 2012 which covers all pump stations and their improvement plan are being evaluated.	Develop plans for waste water management to secure GDC for Tzaneen & Nkwenkwa and Leriyene. Monitor activities to ensure adherence to SANS 241:2011	Continuous Monitoring of Water and Wastewater Quality data for Water Safety Plan and Risk Abatement Plan are in progress	Develop plans for waste water management to secure GDC for Tzaneen & Nkwenkwa and Leriyene. Monitor activities to ensure adherence to SANS 241:2011		
LED	Create community beneficiation and employment opportunities	Extended Public Works	Facilitating EPWP	30/06/2013	R	936 000	Only 79 job opportunities were created and the reports are forwarded monthly to provincial department	Only 79 job opportunities were created and the reports are forwarded monthly to provincial department	Monitor progress with the implementation of EPWP and report progress to Council on a monthly basis. Submit job creation statistics to PED	Only 69 job opportunities were created and the reports are forwarded monthly to provincial department	Monitor progress with the implementation of EPWP and report progress to Council on a monthly basis. Submit job creation statistics to PED		Monthly EPWP reports Incentive agreement
LED/MTOD	Develop high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	Performance monitoring & evaluation	30/06/2013			Annual Performance Assessment for 2011/12. Ensure that score sheets are completed in time & POEs are complete	No assessments have been done	Conduct an informal assessment of 1st Quarter Performance in the Department and send report to the MM by 21 October '12	No assessments have been done	Participate in the mid-year employee performance evaluations for 2012/13. Ensure that score sheets are completed in time & POEs are complete	Director newly appointed	1st & 3rd Qtr Informal Departmental Performance Reports Correspondence

Key Performance Indicators (KPIs) - Community Services Department

KPI Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept 12	Actual Sept 12	Target Dec 12	Actual End Dec 12	Target Mar 13	Actual Mar 13	Target Jun 13	Reason for deviation	Means of verification
BSD	Efficient and Effective administration	Safety and Security	% reduction in R-value of Council property lost through theft and damages by year end	New Indicator	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	50%	Thft & damages register	
BSD	Improve access to sustainable and affordable services	Licensing Services	% of people with access to learners, drivers licenses and vehicle licensing		Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	100%	License & Vehicle Registration Programme Service Stats	
BSD	Improve access to sustainable and affordable services	Traffic Services	% decrease in road accidents	New Indicator	Not applicable this quarter	Not applicable this quarter	5%	5%	Not applicable this quarter	7%	10%	Road accident register	
BSD	Improve access to sustainable and affordable services	Traffic Services	% decrease in traffic offenders	New Indicator	Not applicable this quarter	Not applicable this quarter	5%	10%	Not applicable this quarter	5%	10%	Register of fines	
BSD	Improve access to sustainable and affordable services	Traffic Services	% of households with access to traffic services		Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	5%	Traffic Service Programme & Reports	
BSD	Improve access to sustainable and affordable services	Traffic Services	Rand value received for fines issued (R value of fines issued (%))	80%	70%	60%	70%	75%	70%	75%	70%	Revenue reports	
BSD	Improve access to sustainable and affordable services	Waste Management	Nr of households with access to basic (or higher) refuse removal (Urban)	10775	9892	10775	9892	10775	9892	10775	9892	Monthly reports	
BSD	Improve access to sustainable and affordable services	Waste Management	Nr of households with access to basic (or higher) refuse removal (Rural)	6979	6979	6979	6979	6979	6979	6979	6979	Monthly reports	
BSD	Optimise Infrastructure Investment and Services	Cemeteries maintenance and upgrade	# of Cemeteries with amenities	89	Not applicable this quarter	Not applicable this quarter	31	89	Not applicable this quarter	Not applicable this quarter	91	Cemeteries register	
BSD	Promote environmentally sound practices and social development	Library Services	# people using the GTM libraries	96397	21125	29022	42250	47936	63375	66099	84500	Statistics and reports	
BSD	Promote environmentally sound practices and social development	Library Services	# of new libraries developed	0	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	1	2	1	Shilovana & Moloi building site reports Correspondence with DSAC	
BSD	Promote environmentally sound practices and social development	Environmental Health Management	% of households with access to basic level	12%	12%	12%	12%	12%	12%	12%	12%	Environmental Health Service Reports	
BSD	Promote environmentally sound practices and social development	Environmental Health management	% compliance to the environmental legislation checklist		76%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	80%	Environmental Checklist	

Key Performance Indicators (KPIs) - Community Services Department

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual Dec '12	Target Jun '13	Actual Mar '13	Reason for deviation	Means of verification
BSD	Promote environmentally sound practices and social development	Parks and Open space Management	% of households with access to parks	12%	Not applicable this quarter	Not applicable this quarter	12%	12%	Not applicable this quarter	Not applicable this quarter		Stats SA
BSD	Promote environmentally sound practices and social development	Parks and Open space Management (developed)	# of dedicated parks maintained	7	7	7	7	7	7	7		Parks maintenance plan
BSD	Promote environmentally sound practices and social development	Sport and Recreation	# of households with access to formal Sport and recreation facilities	18963	Not applicable this quarter	Not applicable this quarter	18963	18963	18963	18963		Stats SA (Nkorankowa, Tzaneen, Lerenvye, Julesburg, Burgersdorp and Rhelela)
BSD	Improve access to sustainable and affordable services	Free Basic Services	% Households with access to basic level of waste management services	10%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter		Solid waste Service schedules
GG	Effective and Efficient administration	Council Support	% of Departmental Council resolutions implemented	100%	100%	100%	100%	100%	100%	100%		Departmental Resolution register
GG	Effective and Efficient administration	Management and Administration	# of departmental meetings	4	1	5	2	0	3	3	Director newly appointed	Minutes and Attendance registers of Departmental meetings
GG	Effective and Efficient administration	Performance monitoring and reporting	# of Community Services Departmental monthly reports submitted on time	12	3	3	6	6	9	9		Monthly, quarterly, half yearly and annual reports
GG	Effective and Efficient administration	Safety and Security	# of internal theft cases reported	5	0	2	0	2	0	2		Theft register
GG	Effective and Efficient administration	Sound Governance	% of Internal Audit queries responded to within 10 days	100%	100%	100%	100%	100%	100%	100%		Register of Internal Audit queries & corresponding reports
GG/MF/M	Increase financial viability	Budget management	% of departmental budget spent	91%	25%	20%	50%	49%	75%	73%		Monthly financial budget reports
GG/MF/M	Increase financial viability	Financial reporting	% of AG queries responded to within 2 working days	100%	Not applicable this quarter	Not applicable this quarter	100%	100%	Not applicable this quarter	Not applicable this quarter		Register of Audit queries & corresponding reports
GG/MF/M	Increase financial viability	Municipal Assets	# of departmental asset verifications done	1	0	0	1	1	1	1		Asset verification checklist
LED	Integrated developmental planning	Integrated Spatial Development	% of departmental capital spent in the priority areas identified in Spatial Development Framework	100%	100%	100%	100%	100%	100%	100%		Revised SDF vs Capital Expenditure
LED/MTOD	Develop a high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	% of CSD Managers with signed performance plans by 31 July	100%	100%	0%	100%	0%	Not applicable this quarter	Not applicable this quarter	Performance plans not yet finalised	Signed Performance Plans

Quarterly targets per Project - Community Services Department

KPA	Strategic Objective	Programme	Project	Planned start date	Open	Close	Q1 - Q2 Ending Sept	Actual Achieved	Q1 - Q2 Ending Dec	Actual End Dec	Q1 - Q2 Ending Mar	Actual end Mar	Q1 - Q2 Ending Jun	Reason for deviation	Means of verification
BSD	Improve access to sustainable and affordable services	Library Infrastructure	Contract and establish new libraries (Shivume Library)	30/06/2013	R	1 000 000	12	12	12	12	12	12	12		Minutes of meetings, reports and correspondence
BSD	Improve access to sustainable and affordable services	Public Transport	Transport Master plan	30/06/2013	R		12	12	12	12	12	12	12		Correspondence
BSD	Improve access to sustainable and affordable services	Traffic Services	GTN Law Enforcement in rural areas and scrapings	30/06/2013	R	100 000	12	12	12	12	12	12	12		Monthly report
BSD	Improve access to sustainable and affordable services	Traffic Services	Kuniba Ndaba driven-driving blitz project	30/06/2013	R	55 000	12	12	12	12	12	12	12		Monthly Reports
BSD	Improve access to sustainable and affordable services	Traffic Services	Mantzi-Bonatsela Traffic centres scholar Education	30/06/2013	R	40 000	12	12	12	12	12	12	12		Monthly Reports
BSD	Improve access to sustainable and affordable services	Traffic Services	School periods and cluster control points	30/06/2013	R	40 000	12	12	12	12	12	12	12		Monthly Reports
BSD	Improve access to sustainable and affordable services	Waste management	Bulk Bin Waste Collections in Urban areas	30/06/2013	R	5 300 000	12	12	12	12	12	12	12		Consolidated monthly statistics
BSD	Improve access to sustainable and affordable services	Waste management	Contracted Kerbside collections	30/06/2013	R		12	12	12	12	12	12	12		Consolidated monthly statistics

Quarterly targets per Project - Community Services Department

KPA/Theme	Strategic Objective	Programme	Project	Planned end date	Open	Copy	Qtr Ending Dec 12	Actual Achieved	Qtr Ending Dec 13	Actual End Dec 13	Qtr Ending Mar 14	Reason for deviation	Name of Verification
BSD	Improve access to sustainable and affordable services	Waste management	Contracted Litterpicking	30/06/2013	2012/2013	2012/2013	Monitor Litterpicking in the outlying areas and ensure adherence to the route sheets for R/South & R/North	100% Compliance to Litterpicking schedules in Tzaneen, Lelynyne, Haenertsburg and Nkowankwa and 25% expenditure	Monitor Litterpicking in the outlying areas and ensure adherence to the route sheets for R/South & R/North	100% Compliance to Litterpicking schedules in Tzaneen, Lelynyne, Haenertsburg and Nkowankwa and 50% expenditure. The 2 x tenders of Litterpicking already expired and MUST be re-advertised early 2013	Monitor Litterpicking in the outlying areas and ensure adherence to the route sheets for R/South & R/North		Consolidated monthly statistics
BSD	Improve access to sustainable and affordable services	Waste management	Health Care Waste Collections	30/06/2013			Monitor the collection of Health Care Waste. Report actual removals	100% compliance to HCRW collections schedules and 50% expenditure	Monitor the collection of Health Care Waste. Report actual removals	100% compliance to HCRW collections schedules and 50% expenditure. Awaiting outcome of BAC recommendation for appointment of a new HCRW Service Provider	Monitor the collection of Health Care Waste. Report actual removals		Consolidated monthly statistics
BSD	Improve access to sustainable and affordable services	Waste management	Municipal Kerbside collections	30/06/2013			Monitor Municipal Kerbside collections in Tzaneen, Haenertsburg and Lelsiele and ensure that route service schedules are adhered to. Report actual removal volumes	100% Compliance to Municipal Kerbside collections in Tzaneen, Haenertsburg and Lelsiele and 25% expenditure	Monitor Municipal Kerbside collections in Tzaneen, Haenertsburg and Lelsiele and ensure that route service schedules are adhered to. Report actual removal volumes	85% effective compliance to Municipal Kerbside collections in Tzaneen, Haenertsburg and Lelsiele and 75% expenditure	Monitor Municipal Kerbside collections in Tzaneen, Haenertsburg and Lelsiele and ensure that route service schedules are adhered to. Report actual removal volumes	As Vacancies or (14.3%) for last 3x months is not filled yet	Consolidated monthly statistics
BSD	Improve access to sustainable and affordable services	Waste management	Municipal Litterpicking	30/06/2013			Monitor Litterpicking in Tzaneen, Lelsiele, Haenertsburg & Nkowankwa and ensure adherence to route-sheets. Report or number of routes serviced	100% compliance to Litterpicking schedules in Tzaneen, Lelsiele and Nkowankwa and 25% expenditure	Monitor Litterpicking in Tzaneen, Lelsiele, Haenertsburg & Nkowankwa and ensure adherence to route-sheets. Report or number of routes serviced	90% effective compliance to Litterpicking schedules in Tzaneen, Lelsiele and Nkowankwa and 75% expenditure	Monitor Litterpicking in Tzaneen, Lelsiele, Haenertsburg & Nkowankwa and ensure adherence to route-sheets. Report or number of routes serviced	2x Vacancies or (9.5%) for last 3x months is not filled yet	Consolidated monthly statistics
BSD	Improve access to sustainable and affordable services	Waste management	Regional Landfill site	30/06/2013			Liaise with Mopani District Municipality to facilitate the establishment of a regional landfill site via regional landfill site via E-mail	Continuous liaison with MDN to facilitate the establishment of a regional landfill site via E-mail	Liaise with Mopani District Municipality to facilitate the establishment of a regional landfill site via regional landfill site.	Continuous liaison with MDN to facilitate the establishment of a regional landfill site via regional landfill site via E-mail. Recent Landfill Survey indicates still a minimum of 10 x years lifespan for the Landfill existence	Liaise with Mopani District Municipality to facilitate the establishment of a regional landfill site.	MDM don't respond for this task is now vacant for 6x months.	Concordance with MDM Minutes of Meetings
BSD	Improve access to sustainable and affordable services	Waste management	Village waste collector	30/06/2013			Prioritization of 13 Waste Service Areas and Draft of individual SLA's	13 x Waste Service Areas demarcated and of individual DRAFT SLA's being workshoped with 7 x Pilot Groups being concluded	Submit prioritized list of WSA's to Council and submit to DCP for budgeting	65 x Rural Waste Service Areas is demarcated and Service Level Conditions (SLC's) was work shopped with 7 x Pilot Groups successfully. The position of WMO for this task is now vacant for 6 x months + new further progress can be made	Ensure inclusion in 2013/14 IDP for prioritisation	The position of WMO for this task is now vacant for 6x months. Still awaiting Pilot Groups to sign the Sec 25 "Registration" as "TRANSPORTERS OF WASTE"	SLA Council Item

Quarterly targets per Project - Community Services Department

KPAL Theme	Strategic Objective	Programme	Project	Planned end	Open	Capex	Qtr Ending	Steps	Actual Achieved	Qtr Ending	Qtr End Date	Mar	Actual end Mar	Qtr Ending	Jun	Reason for deviation	Means of verification
BSD	Improve access to sustainable and affordable services	Waste management	Waste Management - 10m2km	30/06/2013	20/12/2013	R	100 000	12	Procure specifications for quotations via Supply Chain	12	12	13	Forward finalised specifications for FORMAL WRITTEN QUOTATIONS to Supply Chain on 15 Feb 2013.	13	13	No progress from SCMU to date	Specifications Proof of payment
BSD	Optimise infrastructure investment and services	Cemetery Management	Cemetery Management	30/06/2013				12	Existing cemetery maintenance is on hold. Land was acquired for the acquisition of land for new cemeteries development.	12	12	13	Land was acquired for Lanyane cemetery and the land was paid for by FED, only left with the acquisition of land for new cemeteries. Assessment Study can resume. Existing cemeteries maintenance at proclaimed towns is on going.	13	13		Maintenance Schedule. Records of correspondence
BSD	Optimise infrastructure upgrade of cemeteries	Cemetery Register (Rural)	Cemetery Register (Rural)	30/06/2013				12	Requested quotes from SCMU for registers so utilisation of the cemetery register. Capture rural cemetery register data on a monthly basis	12	12	13	Training was done on the 15 March 2013 at Old Fire building and 30 wards attended.	13	13	Monitor the usage of the rural cemetery register and capture data on a monthly basis	Cemetery Register Training attendance register Consolidated data
BSD	Optimise infrastructure upgrading of municipal buildings	Expansion of store room at Mkwenvhona D.LTC	Expansion of store room at Mkwenvhona D.LTC	30/06/2013		R	40 000	12	Not applicable this quarter	12	12	13	Not applicable this quarter	13	13	Not applicable this quarter	Correspondence
BSD	Optimise infrastructure investment and services	Municipal assets	Furniture - Tzaneen D.LTC	30/06/2013		R	23 000	12	Procure new furniture for Tzaneen D.LTC	12	12	13	Request for 50% of the furniture needed. Furniture submitted to Supply Chain.	13	13	Not applicable this quarter	Invoices & Proof of payment
BSD	Optimise infrastructure investment and services	Municipal assets	Furniture for Leslha, Hanrusburg and Tzaneen Libraries	30/06/2013		R	30 000	12	Procure furniture for the libraries	12	12	13	Not applicable this quarter	13	13	Not applicable this quarter	Invoices & Proof of payment
BSD	Promote environmentally sound practices and social development	Agribus Cemetery	Agribus Cemetery Impact Assessment	30/06/2013		R	100 000	12	Prepare tender specifications and submit to SCMA.	12	12	13	Monitor the drafting of the EIA.	13	13	Delay in the completion of the specifications	Correspondence with SCMA
BSD	Promote environmentally sound practices and social development	Health Plan	Health Plan	30/06/2013				12	Implement Environmental Health Plan. Review Environmental Health Plan	12	12	13	85% implementation of the plan.	13	13	Implement Environmental Health Plan. Submit revised Environmental Health plan for inclusion in the IDP	Environmental Health Plan
BSD	Promote environmentally sound practices and social development	Environmental management plan	Environmental management plan	30/06/2013				12	Implement Environmental Management Plan	12	12	13	88% implementation of the EHP (attended by control attendant) 69% review of the plan.	13	13	Implement Environmental Management plan.	Environmental Management plan
BSD	Promote environmentally sound practices and social development	Environmental management plan	Environmental management plan	30/06/2013		R	70 000	12	Implement Environmental Management Plan	12	12	13	Service provider not yet appointed.	13	13	Delay in the development of specifications which needed technical input	Plans, Designs & progress report

Quarterly targets per Project - Community Services Department

KPA Theme	Strategic Objective	Programs	Project	Planned end date	Open	Capex	Qtr Ending Sept	Actual Achieved	Qtr Ending Dec	Actual End Dec	Qtr Ending Mar	Actual End Mar	Qtr Ending Jun	Reason for Deviation	Means of verification
BSD	Promote environmentally sound practices and social development	Environmental management	Industrial impact management	30/06/2013	20/09/2013		Qtr Ending Sept	Qtr Ending Sept	Qtr Ending Dec	Actual End Dec	Qtr Ending Mar	Actual End Mar	Qtr Ending Jun	Reason for Deviation	Means of verification
							Evaluate industrial premises Respond to air pollution incidents Issue contravention notices and follow up on contraventions Attend training course for EMI's (Industrial)	22 industrial premises evaluated. 2 incidents of air pollution responded to and one forwarded to MDMAU Pollution Control Officer. 4 Contravention notices issued.	Evaluate industrial premises Respond to air pollution incidents Issue contravention notices and follow up on contraventions Attend training course for EMI's (Industrial)	17 evaluations, 226 condemnations, 1x blitz operation in November 38 contravention notices issued, 4 follow up on notices.	Evaluate industrial premises Respond to air pollution incidents Issue contravention notices and follow up on contraventions Attend training course for EMI's (Industrial)	32 industrial premises evaluated, 4 Joint Inspections with LEDET, 14 Contravention notices issued, 4 follow up on notices.	Evaluate industrial premises Respond to air pollution incidents Issue contravention notices and follow up on contraventions Attend training course for EMI's (Industrial)		Monthly report
BSD	Promote environmentally sound practices and social development	Environmental management	Star grading system (Food handling premises monitoring)	30/06/2013			Evaluate food handling premises Issue contravention notices and follow up on contraventions Issuing of certificates of acceptability	Evaluation of food handling premises issued contravention notices and follow up on contraventions Issuing of certificates of acceptability	Evaluation of food handling premises Issue contravention notices and follow up on contraventions Issuing of certificates of acceptability	Launched started at the beginning of the raining season. Areas cannot be covered as scheduled due to the delay in the filling of the vacancy for a pest control attendant	Evaluation of food handling premises Issue contravention notices and follow up on contraventions Issuing of certificates of acceptability	37 Evaluations, 28 condemnations, 2x Blitz operations in November and December 48 follow up notices issued.	Evaluation of food handling premises Issue contravention notices and follow up on contraventions Issuing of certificates of acceptability and star grading certificates		Monthly report Seminar Report
BSD	Promote environmentally sound practices and social development	Environmental management	Vector control	30/06/2013	R	6 500	Procurement of insecticide and implementation of vector control program	Insecticide procured and vector control program is implemented as scheduled.	Implementation of vector control program	Procurement of insecticide and implementation of vector control program	Vector control program is not implemented	Implementation of vector control program	Implementation of vector control program	Delay in appointment of pest control attendant.	Vector control program
BSD	Promote environmentally sound practices and social development	Environmental management	Water quality monitoring	30/06/2013	R	72 000	100% compliance to water quality monitoring schedule and 25% DWAF held to roll out water quality programme	100% compliance to water quality monitoring schedule and 25% DWAF held to roll out water quality programme	100% compliance to water quality monitoring schedule and 50% DWAF held to roll out water quality programme	Monitoring of wetlands with the weed control committee to observe any re-invasion of wetlands	7/6 water samples collected. Held meeting with DWAF to establish a project steering committee for the Dpt Water Affairs to roll out water quality monitoring programme	100% compliance to water quality monitoring schedule and 100% expenditure. Liaise with Dpt Water Affairs to roll out water quality monitoring programme	100% compliance to water quality monitoring schedule and 100% expenditure. Liaise with Dpt Water Affairs to roll out water quality monitoring programme		Water monitoring schedule Monthly reports Correspondence with DWAF
BSD	Promote environmentally sound practices and social development	Library Services	Assistance to community libraries	30/06/2013	Donations		Assist with the establishment of community Libraries through facilitating Biblonet donations providing a simplified Library management guide and rudimentary training.	Library management guide and Biblonet forms given to two book donations given to one school and one feeding community library. 21 Books and 50 magazines donated to schools and 100 paperback books donated to a feeding community library.	Library management guide and Biblonet forms given to two community Libraries through facilitating Biblonet donations providing a simplified Library management guide and rudimentary training.	Library management guide and Biblonet forms given to two community Libraries through facilitating Biblonet donations providing a simplified Library management guide and rudimentary training.	Library management guide and Biblonet forms given to two community Libraries through facilitating Biblonet donations providing a simplified Library management guide and rudimentary training.	Library management guide and Biblonet forms given to two community Libraries through facilitating Biblonet donations providing a simplified Library management guide and rudimentary training.	Assist with the establishment of community Libraries through facilitating Biblonet donations providing a simplified Library management guide and rudimentary training.	Reports to Arts & Culture cluster	

Quarterly targets per Project - Community Services Department

KPAL Theme	Strategic Objectives	Programme	Project	Planned end date	Open Date	Close Date	Qtr Ending	Start Date	Actual/achieved	Qtr Ending	Date	Actual End Date	Qtr Ending	Mar	Actual end Mar	Qtr Ending	Jun	Reason for deviation	Means of verification
BSD	Promote environmentally sound practices and social development	Library Services	Book related events promotion	30/09/2013	07/12/2013	20/12/2013	12	07/12/2013	2 Book related arts and culture events arranged and hosted. 2 Book related arts and culture events arranged and hosted. 2 Book related arts and culture events arranged and hosted.	12	12	12	12	12	12	12	12		Relevant section from annual report, data, programmes, photos, press
BSD	Promote environmentally sound practices and social development	Library Services	Library development and reading promotion	30/09/2013	R 3 956 179		15	25/02/2012	25022 Library users, 23855 Library items circulated, 48 Displays mounted, 18 School groups hosted, 211 School project themes assisted with, 239 Donated books, quarter performance assessment documents finalized and submitted.	15	15	15	15	15	15	15	15		Monthly reports
BSD	Promote environmentally sound practices and social development	Spot and recreation	SAKISA Games	30/09/2013	R 500 000		15	29/09/12	103 participants inclusive 3 Councilors and Acting Director attended the SAKISA event on the 22-29/09/12.	15	15	15	15	15	15	15	15		Advertisements and Programmes, Reports and minutes.
GG	Efficient and effective administration	Regulatory Framework	Hawkers Policy & By-law	30/09/2013			15	29/09/12	Review Hawkers policy and By-law	15	15	15	15	15	15	15	15	Public participation meetings not completed. Hawkers Policy (Nkwantso and Letshibe)	Council Resolution on Hawkers Policy
GG	Efficient and effective administration	Safety and Security	Building Access control	30/09/2013			15	07/12/2013	Ensure that access to all Council buildings are monitored and access controlled by managing the Security Service Provider. Manage Moply access control system upon installation. Keep records of complaints regarding security.	15	15	15	15	15	15	15	15		Security Monthly reports -Complaints Register -Moply Access Control System functionally report
GG	Efficient and effective administration	Safety and Security	Securing Council Property	30/09/2013			15	07/12/2013	Ensure that Security Service Provider guard Council property. Keep record of all stolen property and follow all the necessary steps to report theft to the Police.	15	15	15	15	15	15	15	15		Security Monthly Reports -Stolen property register including case numbers

Quarterly targets per Project - Community Services Department

KPA Theme	Strategic Objective	Programme	Project	Planned end date	Open	Close	Capex	Qtr Ending	Actual Achieved	Qtr Ending	Actual End Dec	Qtr Ending	Actual End Mar	Qtr Ending	Actual End Jun	Reason for deviation	Means of verification
					2012/2013	2012/2013	2012/2013	12	12	12	12	12	12	12	12		
LED/MTOD	Develop high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	Performance monitoring & evaluation	30/06/2013	2012/2013	2012/2013	2012/2013	12	12	12	12	12	12	12	12	Mid-year assessments not conducted as Agreements not yet signed	1st & 3rd Qtr Informal Departmental Individual Performance Reports Correspondence
								12	12	12	12	12	12	12	12	Conduct an informal assessment of the 3rd Quarter Performance of relevant employees in the Department and submit report to the MM by 20 April '13	
								12	12	12	12	12	12	12	12	Conduct an informal assessment of 1st Quarter Performance of relevant employees in the Department and send report to the MM by 21 October '12	
								12	12	12	12	12	12	12	12	Participate in the Annual Performance Assessment for 2011/12. Ensure that scoresheets are completed in time & POEs are complete	
								12	12	12	12	12	12	12	12	Participate in the mid-year employee performance evaluation for 2012/13. Ensure that scoresheets are completed in time & POEs are complete	
								12	12	12	12	12	12	12	12	Not done	

Key Performance Indicators (KPIs) - Planning and Economic Development

KPA/ Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual end Dec '12	Target Mar '13	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification
BSD	Improve access to sustainable and affordable services	Human Settlements	# of housing units constructed	733	100	0	200	21	333	41	333	There was a delay of Geo-Tech and design from COGSHSTA	Provincial PMU reports
BSD	Promote environmentally sound practices and social development	Youth, Gender & Disability support	# of jobs created for youth, women and people with disabilities through LED initiatives	2052	Reporting only no target	FY = 762 FA = 330 MY = 439 MA = 294 DIS = 2	Reporting only no target	1825	Reporting only no target	1825	Reporting only no target		Job creation register
GG	Effective and Efficient administration	Council Support	% of Departmental Council resolutions implemented	22	100%	39%	100%	100%	100%	100%	100%		Departmental Resolution register
GG	Effective and Efficient administration	Information management	% of land use changes captured on GIS	34	100%	85%	100%	90%	100%	100%	100%		Human & Financial Resource commitments for GIS/MIS List of requests for cadastre changes submitted to services provider
GG	Effective and Efficient administration	Management and Administration	# of departmental meetings	6	2	5	3	1	5	0	6	Busy with projects as per registers of Departmental deadlines	Minutes and Attendance registers of Departmental meetings
GG	Effective and Efficient administration	Management and Administration	# of Manager meetings	6	1	1	3	2	4	3	5		Minutes and Attendance registers of Manager meetings
GG	Effective and Efficient administration	Management and Administration	# of Stakeholder meetings held	8	1	4	2	5	3	4	4		Registers Correspondence with stakeholders Signed TOR/MOUs with stakeholders
GG	Effective and Efficient administration	Performance monitoring and reporting	# of PED Departmental monthly reports submitted on time	12	3	2	6	6	9	9	12		Monthly, quarterly, half yearly and annual reports
GG	Effective and Efficient administration	Regulatory Framework	# of Departmental policies developed/reviewed	3	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	8		1. Regulation of Spaza Shops policy 2. Taxi policy 3. Alienation of municipal owned land policy 4. Policy on Allocation and occupation of municipal houses 5. Prevention of illegal occupation of Land Policy 6. Pioneers Policy 7. Review of SDF
GG	Effective and Efficient administration	Sound Governance	% of Internal Audit queries responded to within 10 days	100%	100%	100%	100%	100%	100%	100%	100%		Register of Internal Audit queries & corresponding reports

Key Performance Indicators (KPIs) - Planning and Economic Development

KPA/ Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Oct '12	Actual Oct '12	Target Nov '12	Actual Nov '12	Target Dec '12	Actual Dec '12	Target Jan '13	Actual Jan '13	Target Feb '13	Actual Feb '13	Reason for deviation	Means of verification
GG /MFYM	Increase financial viability	Budget management	% of departmental budget spent	65%	25%	19%	50%	47%	75%	65%			100%				Requested adjustment on budget not approved by Finance	Monthly financial budget reports
GG /MFYM	Increase financial viability	Financial reporting	% of AG queries responded to within 2 working days	100%	Not applicable this quarter	Not applicable this quarter	100%	70%	Not applicable this quarter	70%			Not applicable this quarter					Register of Audit queries & corresponding reports
LED	Create a stable economic environment by attracting suitable investors	Economic Growth and Investment	# of GTEDA board meetings attended	8	1	2	2	2	3	4			4					Attendance Registers
LED	Create a stable economic environment by attracting suitable investors	Economic Growth and Investment	# of networking meetings	0	2	PED	4	PED	6	PED			8					Attendance Registers Correspondence
LED	Create a stable economic environment by attracting suitable investors	Economic Growth and Investment	# of joint projects initiated with related stakeholders		Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter			5					Signed MOUs
LED	Create Community beneficiation and empowerment opportunities	Enterprise Development (SMME support)	# of jobs created through municipal LED initiatives	503	Reporting only - no target	1827	200	1388	Reporting only - no target	1827			600					LED monthly job creation report
LED	Create Community beneficiation and empowerment opportunities	Poverty Reduction and empowerment	% reduction in unemployment	Not available	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter			5%					Capital projects job creation reports
LED	Create Community beneficiation and empowerment opportunities	Community Works Programme	Number of job opportunities created through the CWP	2052	No target - reporting	1800	No target - reporting	2000	No target - reporting	2063			No target - reporting					Unemployment Results from Stats SA or other accepted source
LED	Create Community beneficiation and empowerment opportunities	Enterprise Development (SMME support)	R-value sourced for LED initiatives	R3,5M	Not applicable this quarter	Not applicable this quarter	1M	R300,000 from LDA, R10,000 from ABSA, R46m from Cognesta.	Not applicable this quarter	Not applicable this quarter			2.5M					CWP Employment register
LED	Integrated developmental planning	Integrated development planning	No of strategic planning documents revised	0	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter			3					Signed MOU
LED	Integrated developmental planning	Land acquisition	# of land parcels acquired for development	0	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter			3					LED Strategy SDF Housing Plan
LED	Integrated developmental planning	Land acquisition	% of serviced proclaimed sites sold		Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter			100%					Deed of sale

Key Performance Indicators (KPIs) - Planning and Economic Development

KPA/Theme	Strategic Objective	Programme	Key Performance Indicator	Baseline (end June 2012)	Target Sept '12	Actual Sept '12	Target Dec '12	Actual end Dec '12	Target Mar '13	Actual Mar '13	Target Jun '13	Reason for deviation	Means of verification
LED	Integrated developmental planning	Township Revitalisation	# of NDPG projects finalised	2	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter	0	Not applicable this quarter	0	3	design plans finalised	Reports from Project Manager
GG	Effective and Efficient administration	Sound Governance	% of NDPG reports submitted in time	100%	100%	100%	100%	100%	100%	100%	100%		NDPG reports submissions
LED	Integrated developmental planning	Township Revitalisation	# of monthly NDPG meetings	9	3	3	6	6	9	9	12		Minutes of NDPG meetings
LED/MFOD	Develop a high performance culture for a changed, diverse, efficient and effective local government	Employee Performance Management	% of PED Manager's with signed performance plans by 31 July	100%	100%	0%	Not applicable this quarter	100%	Not applicable this quarter	Not applicable this quarter	Not applicable this quarter		Signed Performance Plans

Quarterly targets per Project - Planning and Economic Development

KPA Theme	Strategic Objective	Programme	Project	Planned end date	Over 2012/2013	Casey 2012/2013	Qtr Ending: Sept 12	Actual Achieved Sept 12	Qtr Ending: Dec 12	Actual End Dec 12	Qtr Ending: Mar 13	Actual end Mar 13	Reason for deviation	Means of verification				
LED	Create community benefit and empowerment opportunities	Agriculture	Renovation of Sapeko staff compound	30/06/2013	R 1 000 000	2012/2013	Report on progress with the implementation of the Renovation of the Sapeko staff compound by GTEDA	1. Provided on-going administrative support to Magaba as a site manager and staff. 2. Facilitated the payment of salaries to 447 employees at a cost of R750 411.99. (October 2012) 3. Held feasibility sessions with representatives of Altec Cosmoare (Mr. Balli Chandraud and Dr. Goswami) on the 15th, 16th and 17th October 2012, who have signed an MOU with LADC to conduct the following: a. Feasibility study b. Due diligence and c. Development of Business Proposal 4. Steering committee meeting was successfully hosted on the 29th October 2012. 5. Facilitated the payment of 500 workers employed at Greshot at a cost of R804 885.00 under Extended Public Works Programme. 6. Submitted and presented a proposal for the site estate to the	Report on progress with the implementation of the Renovation of the Sapeko staff compound by GTEDA	Facilitated the appointment of a Training Service provider to conduct training on costing and pricing for all co-operative staff on the 13th and 14th March 2013. Facilitated procurement of materials to the value of R32 527.00 at Win Sun and Company in Pretoria to assist the factory to start manufacturing goods for the market; the materials have been collected. Held four management support meetings to discuss challenges and successes of the cooperative and plan for the future. Facilitated co-operative governance training for 7000 primary co-operative (tenny project). Held a Taiwanese	Report on progress with the implementation of the Renovation of the Sapeko staff compound by GTEDA	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Quarterly Job reation report Correspondence Minutes of meetings and attendance registers
LED	Create community benefit and empowerment opportunities	Community Works	Community works support	30/06/2013			Facilitation and identification of areas for the implementation of community works programme. Chair meetings of Reference Committee. Report quarterly on jobs created through the CMP	The project is extended to 5 weeks: 22/9/12-30/09/12. New local agent appointed as Goring Kuleini and currently 1800 participants are on site. Mvula Trust as the Service Provider. Coordinators appointed in ward 22 and 29 to facilitate appointments in October. Participants have not yet been appointed.	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP	Support, attend and chair meetings and liaise with internal departments regarding the implementation and maintenance of the identified projects. Report quarterly on jobs created through the CMP			

Quarterly targets per Project - Planning and Economic Development

QPR	Strategic Objectives	Programme	Project	Planned end date	Q1-2013	Q2-2013	Q3-2013	Q4-2013	Q1-2014	Q2-2014	Q3-2014	Q4-2014	Q1-2015	Q2-2015	Q3-2015	Q4-2015	Reason for deviation	Means of verification
SRALED	Integrated Developmental Planning	Integrated Development Planning	Rural Development Strategy	30/06/2013														Compendium & Public Participation Rural Development Strategy Council Minutes on Rural Development Strategy
SRALED	Integrated Developmental Planning	Integrated Development Planning	Rural Nodal Development Plans Bulamole (Community Centre)	30/06/2013	R 500 000													Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Development Planning	Socio-Economic survey	30/06/2013														Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Spatial development	Digital Camera	30/06/2013	R 10 000													Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Spatial development	Formulation of Density Policy (social contribution)	30/06/2013	R150 000													Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Spatial development	Formulation of Tavern Policy	30/06/2013														Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Spatial development	GPS	30/06/2013	R 9 000													Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Spatial development	Implementation of Nwanakwe Local Area Plan (Acquisition of shopping mall site)	30/06/2013	R200 000													Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Spatial development	Water Detector	30/06/2013	R 5 500													Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Spatial development	Phase 6 - Township Establishment (former Public Works pretib houses)	30/06/2013	R 450 000													Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Spatial development	Review of Nodal Plans	30/06/2013	R 100 000													Proclamation for the project
SRALED	Integrated Developmental Planning	Integrated Spatial development	Talana (E/T/252 & 253) Township establishment	30/06/2013														Proclamation for the project

Quarterly targets per Project - Planning and Economic Development

KPA/Items	Strategic Objectives	Programme	Project	Planned and start date	Open 2012/2013	Spex 2012/2013	Q1 Ending - Sept 2012	Actual Achieved - Sept '12	Q2 Ending - Dec 2012	Actual End Dec '12	Q3 Ending - Mar 2013	Actual end Mar '13	Q4 Ending - Jun 2013	Reason for deviation	Means of remediation
SR/LED	Integrated Developmental Planning	Integrated Spatial development	Township establishment - Shilwane's Library	30/06/2013	R	500 000	Appointment of Service Provider, Report progress of service provider	Application for and acquisition submitted by consultant to the Department of Rural Development	Report progress of service provider	Draft application pending approval by Rural Department	Report progress of service provider	Project underway, application submitted to Rural Department	Implementation of progress of service provider		Township establishment approval
SR/LED	Integrated Developmental Planning	Integrated Spatial development	Tzaneen Ed 89 Township establishment	30/06/2013	R	240 000	Negotiate with COGHSTA to establish a township at Tlana. Report progress	Awaiting COGHSTA with regards to funding	Negotiate with COGHSTA to establish a township at Tlana. Report progress	Draft feasibility study presented to Councils. Approve Conditions of Establishment	Negotiate with COGHSTA to establish a township at Tlana. Report progress	Feasibility Study was conducted to determine the developmental potential. The site is feasible for housing and industrial development.	Negotiate with COGHSTA to establish a township at Tlana. Report progress		Correspondence with COGHSTA
SR/LED	Integrated Developmental Planning	Integrated Spatial development	Water Taps measure	30/06/2013	R	1 200	Source quotations	quotations obtained this process of procurement	Procure original cameras	Purchased and registered in the asset register	Not applicable this quarter	Asset produced and registered in the asset register	Not applicable this quarter		Proof of acquisition

CAPITAL WORKS PLAN 2012/13 - 2015/16

WARD	CAPITAL ITEM	START DATE	END DATE	CAPITAL BUDGET 2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	TOTAL BUDGET 2012/13 - 2020/21	TOTAL BUDGET 2012/13 - 2020/21	CAPITAL BUDGET 2012/13 - 2020/21	CAPITAL BUDGET 2012/13 - 2020/21	Source of Funding
OWN SOURCE LOANS																	
Office of the Municipal Manager																	
All	Furniture - IM	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Furniture - SO	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Revenue enhancement	01/07/2012	30/06/2013	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	R 83 333.33	GTM
Corporate Services Department																	
All	Myrent Furniture (Boneset and Embroidered Hall)	01/07/2012	30/06/2013	R 165 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Task software	01/07/2012	30/06/2013	R 70 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Digital Camera	01/07/2012	30/06/2013	R 15 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Municipal Audio System	01/07/2012	30/06/2013	R 60 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Municipal Sewing Equipment	01/07/2012	30/06/2013	R 100 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Public Load Handling System	01/07/2012	30/06/2013	R 70 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Video camera	01/07/2012	30/06/2013	R 20 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Records Binding Machine	01/07/2012	30/06/2013	R 50 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
Electrical Engineering Department																	
12	Capacity to Reinforce Chikema (Phase 1)	01/07/2012	30/06/2013	R 1 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM own funds
13/15	Electricity Capacity Building in Olifantsdorp	01/07/2012	30/06/2013	R 14 000 000	R 89 340	R 188 021	R 171 101	R 34 340	R 244 832	R 244 832	R 1 498 303	R 1 800 000	R 2 077 671	R 1 608 892	R 1 043 076	R 18 000 000	GTM own funds
All	Wetlands Auto Recorders	01/07/2012	30/06/2013	R 2 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Wetlands Capital Tools (Outlying)	01/07/2012	30/06/2013	R 250 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Wetlands Capital Tools (Town)	01/07/2012	30/06/2013	R 250 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Wetlands Electricity network upgrading	01/07/2012	30/06/2013	R 5 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Wetlands Rebuilding of Lines	01/07/2012	30/06/2013	R 3 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
14, 15, 16	Upgrading of Tzaneen Town network including cables	01/07/2012	30/06/2013	R 2 000 000 (earmarked)	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
15	35kv Sub Station	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
13	66 kv Transformer to Olifantsdorp	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
16	Strategic Lights	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
16	Strategic Cables	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
13	Transformer to Olifantsdorp	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
14, 15, 16	Upgrading of Tzaneen Town network including cables	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
5, 13, 14, 15, 16, 19, 23	Installation of Fire wall protection	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
13, 14, 15	Protection Equipment	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
14, 15, 16	Replace LT cables	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
31	Lampyene new camera for road	01/07/2012	30/06/2013	R 2 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
22/25	Waterfalls to Swan Tar (Bm)	01/07/2012	30/06/2013	R 10 500 000	R 749 999	R 749 999	R 749 999	R 1 000 000	R 1 000 000	R 1 000 000	R 1 000 000	R 1 000 000	R 1 000 000	R 1 000 000	R 1 000 000	R 16 728 000	GTM & MIG
8	Kluiswalle Low level bridge	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
2	Nave Block 12 Low level bridge	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
32	Nonyans low level bridge	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
2 & 3	Rensbos low level bridge	01/07/2012	30/06/2013	R 12 751 569	R 2 758 096	R 2 758 096	R 2 758 096	R 1 492 425	R 1 492 425	R 1 492 425	R 1 492 425	R 1 492 425	R 1 492 425	R 1 492 425	R 1 492 425	R 1 492 425	GTM & MIG
2/12	Tzaneen to Mankwato Tar	01/07/2012	30/06/2013	R 8 473 959	R 2 824 519	R 2 824 519	R 2 824 519	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM & MIG
1	Substation Upgradeable Tar	01/07/2012	30/06/2013	R 31 268 000	R 2 607 083	R 2 607 083	R 2 607 083	R 2 607 083	R 2 607 083	R 2 607 083	R 2 607 083	R 2 607 083	R 2 607 083	R 2 607 083	R 2 607 083	R 2 607 083	GTM & MIG
All	Speed Accell Tar	01/07/2012	30/06/2013	R 2 200 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
73/1	Tzaneen to Mankwato Tar	01/07/2012	30/06/2013	R 11 144 700	R 528 725	R 528 725	R 528 725	R 528 725	R 528 725	R 528 725	R 528 725	R 528 725	R 528 725	R 528 725	R 528 725	R 528 725	GTM & MIG
Chie Centre	Additional Office space	01/07/2012	30/06/2013	R 3 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
Chie Centre	Replacing Aircon and furniture in Engineering Department	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Capital Equipment	01/07/2012	30/06/2013	R 150 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
15	Tzaneen Affield Fencing	01/07/2012	30/06/2013	R 650 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
15	Rehabilitation of Tzaneen Affield Bunker	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
All	Upgrading and expansion of public toilet (debition)	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
All	Vehicle replacement - waste	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM
2 & 3	Remastered Bridge	01/07/2012	30/06/2013	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	R 16	GTM & MIG

CAPITAL WORKS PLAN 2012/13 - 2015/16

WARD	CAPITAL ITEM	START DATE	END DATE	Project Expenditure												TOTAL EXPENDITURE 2012/2013	CAPITAL BUDGET 2012/2013	CAPITAL BUDGET 2013/2014	CAPITAL BUDGET 2014/2015	Source of Funding
				Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13					
15	Replenishment of trees - Manufacturing	01/07/2012	30/06/2013	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	n/a	R 2 000 000	GTM	
31	Replenishment of trees - Lennox	01/07/2012	30/06/2013	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	n/a	R 2 000 000	GTM	
23	Replenishment of trees - Middleburg	01/07/2012	30/06/2013	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	n/a	R 2 000 000	GTM	
19/21	Replenishment of trees - Middelburg	01/07/2012	30/06/2013	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	n/a	R 2 000 000	GTM	
15	Replenishment of trees - Tzaneen, Town	01/07/2012	30/06/2013	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	n/a	R 2 000 000	GTM	
8.8.27	Construct and establish new waste management (mass containers - 10m³)	01/07/2012	30/06/2013	R 135 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 135 000	GTM	
ALL	Waste Management (mass containers - 10m³)	01/07/2012	30/06/2013	R 100 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 100 000	GTM	
16	Expansion of store room at Noventkove D/LC	01/07/2012	30/06/2013	R 40 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 40 000	GTM	
16	Furniture - Tzaneen D/LC	01/07/2012	30/06/2013	R 25 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 25 000	GTM	
16	Agatha Cemetery Environmental Impact Assessment	01/07/2012	30/06/2013	R 100 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 100 000	GTM	
23	Hewers Esplanade - Leabate	01/07/2012	30/06/2013	R 70 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 70 000	GTM	
23/14/15	Furniture for Leabate, Hemerburg and Tzaneen Libraries	01/07/2012	30/06/2013	R 30 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 30 000	GTM	
31	New Registration Authority and Drivers License Testing Centre at Lerengys	01/07/2012	30/06/2013	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	n/a	R 6 000 000	Dpt Road end Transport & GTM	
ALL	Acquisition of land parcels for soccer-stand	01/07/2012	30/06/2013	R 364 800	R	R	R	R	R	R	R	R	R	R	R	R	R	R 364 800	GTM	
ALL	Furniture for PED offices	01/07/2012	30/06/2013	R 50 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 50 000	GTM	
19/20/21	Printing (20kg) for PED	01/07/2012	30/06/2013	R 60 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 60 000	GTM	
ALL	Digital Camera	01/07/2012	30/06/2013	R 10 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 10 000	GTM	
ALL	GPS	01/07/2012	30/06/2013	R 9 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 9 000	GTM	
ALL	Jeep Dealer	01/07/2012	30/06/2013	R 5 500	R	R	R	R	R	R	R	R	R	R	R	R	R	R 5 500	GTM	
27	Township establishment - Shilwane Library	01/07/2012	30/06/2013	R 500 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 500 000	GTM	
ALL	Wheel Top measure	01/07/2012	30/06/2013	R 1 200	R	R	R	R	R	R	R	R	R	R	R	R	R	R 1 200	GTM	
ALL	Rural Broadband connectivity	01/07/2012	30/06/2013	R 5 000 000	R	R	R	R	R	R	R	R	R	R	R	R	R	R 5 000 000	NGNG	
Total				R 119 154 828	R	R	R	R	R	R	R	R	R	R	R	R	R	R 119 154 828		

ACTUAL CAPITAL EXPENDITURE 2012/13

WARD	CAPITAL ITEM	START DATE	END DATE	CAPITAL BUDGET 2012/13	Actual Expenditure												TOTAL EXPENDITURE 2012/13	Source of Funding
					Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13		
OWN SOURCE & LOANS																		
Office of the Municipal Manager																		
All	Furniture - MM	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 10 430	GTM
All	Furniture - CO	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Revenue enhancement	01/07/2012	30/06/2013	R 1 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 10 511	GTM
All	Mayor's Furniture (Banquet and Entertainment Hall)	01/07/2012	30/06/2013	R 105 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Task software	01/07/2012	30/06/2013	R 70 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 72 356	GTM
All	Digital Cameras	01/07/2012	30/06/2013	R 15 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 13 999	GTM
All	Municipal Audio System	01/07/2012	30/06/2013	R 60 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Municipal Branding Equipment	01/07/2012	30/06/2013	R 100 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Public Land Mailing system	01/07/2012	30/06/2013	R 70 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 2 000	GTM
All	Video cameras	01/07/2012	30/06/2013	R 20 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 1 908	GTM
All	Records Binding Machine	01/07/2012	30/06/2013	R 60 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
Electrical Engineering Department																		
All Wards	Capital Tools (Cutting)	01/07/2012	30/06/2013	R 250 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 10 735.80	GTM
All Wards	Capital Tools (Town)	01/07/2012	30/06/2013	R 250 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 74 737	GTM
All Wards	Electricity network upgrading	01/07/2012	30/06/2013	R 12 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
14, 15, 16	Upgrading Tzaneem Town network including cables	01/07/2012	30/06/2013	R 2 000 000 (carried over)	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
Engineering Services Department																		
31	Leyteyeniya new cemetery tar road	01/07/2012	30/06/2013	R 2 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
2225	Marina to Sevan Ter (6m)	01/07/2012	30/06/2013	R 10 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 1 782 400	GTM & MIG
2	Khokhwa Low level bridge	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
8	Mawa Block 12 Low level bridge	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
32	Mokonyane low level bridge	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
4	Rhokoso low level bridge	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
2 & 3	Rumotshanyani to Mochwari road (Cross 215, 310)	01/07/2012	30/06/2013	R 12 751 969	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 38 469 467	GTM & MIG
21/24	Shakani to Mkwankwankwa Tar road (Cross 2)	01/07/2012	30/06/2013	R 8 473 959	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 6 080 470	GTM & MIG
1	Senatane to Molepolole Tar road (Cross 2)	01/07/2012	30/06/2013	R 31 285 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 3 748 950	GTM & MIG
All	Speed pumps	01/07/2012	30/06/2013	R 2 200 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
7&11	Thuphe to Morija Tar road (Cross 2)	01/07/2012	30/06/2013	R 11 144 700	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 2 603 948	GTM & MIG
Civic Centre	Additional Office space	01/07/2012	30/06/2013	R 3 000 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
Civic Centre	Replacing Alcon and furniture in Engineering Department	01/07/2012	30/06/2013	R 500 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Capital Equipment	01/07/2012	30/06/2013	R 150 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R 156 000	GTM
15	Tzaneem Airfield Fencing	01/07/2012	30/06/2013	R 650 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
3 & 27	Construction and establish new bridges (Shakani, Leyteyeniya)	01/07/2012	30/06/2013	R 135 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
All	Waste management (mass containers - Onsdan)	01/07/2012	30/06/2013	R 100 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
16	Expansion of storeroom at Mkwankwankwa DLTC	01/07/2012	30/06/2013	R 40 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
16	Furniture - Tzaneem DLTC	01/07/2012	30/06/2013	R 25 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM
16	Agatha Cemetery Environmental Impact Assessment	01/07/2012	30/06/2013	R 100 000	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	R -	GTM

Top 10 Risks identified for 2012/13

Number	Link to objective	Risk description	Background to the Risk	Impact	Likelihood	Inherent risk	Current controls	Perceived control effectiveness	Residual risk	Risk owner	Actions to improve management of the risk	Action owner	Time scale	Progress 30 Mar '13
18	Optimise infrastructure services	Dangerous encroaching of vegetation into the power lines	Insufficient human resource to clear underlines	Critical (5)	Common (5)	Maximum (25)	currently in sourcing	Unsatisfactory (0.9)	Maximum (22.5)	Directors: Electrical	Optimizing limited human resource available Encourage partnership with private land owner Implementation of EPWP	Manager: Ouyling	Quarterly Quarterly March 2013	Internal Vegetation Personnel appointed.
25	Improve access to sustainable and affordable services	Poor provision of water services	Non compliance to water service agreement by WSA	Critical (5)	Common (5)	Maximum (25)	water service agreement	Unsatisfactory (0.9)	Maximum (22.5)	MM	Escalate non compliance of the agreement to IGR	Director: Engineering services,	Quarterly	Communication between MD/MI and GTM with regard to WSP agreement challenges are underway.
29	To improve access to sustainable and affordable services	High accidents	Speeding/unmarked crossing, missing road signs and theft of fences, driving under the influence of alcohol and un roadworthy vehicles	Critical (5)	Common (5)	Maximum (25)	Speed trap cameras and roadblocks	Unsatisfactory (0.9)	Maximum (22.5)	MM	Reporting on vandalised fences to RAL Regular roadblocks Replacement of road signs	C.S.D- TRAFFIC	31 November Bi-monthly April 2013	1. Road blocks held daily 2. Roadsigns replaced once identified
32	Promote environmental sound practices and social development	Lack of road signs in rural areas	Lack of prioritization road sign projects	Critical (5)	Common (5)	Maximum (25)	Scholar Patrol	Unsatisfactory (0.9)	Maximum (22.5)	MM	Prioritization of roads sign projects Registration of EPWP projects on traffic control	C.S.D- TRAFFIC	March 2013 March 2013	Two employees walk in town to verify daily.
33	Promote environmental sound practices and social development	Inadequate maintenance of municipal parks	Increased number of developed parks. Insufficient personnel	Critical (5)	Common (5)	Maximum (25)	Rotation of staff.	Unsatisfactory (0.9)	Maximum (22.5)	C.S.D.	INSTITUTIONALIZATION // ORGANOGRAM Extend the current contract of parks Implementation of EPWP projects	MANAGER PARKS	May 2013 Dec 2012 March 2013	Parks Maintenance contract terminated
39	Improve access to sustainable and affordable services	Lack of cemeteries (burial space) at Lanyenyi Nkwankwira & Agetha cemeteries	Unavailability of land	Critical (5)	Common (5)	Maximum (25)	Communication with PED for land.	Unsatisfactory (0.9)	Maximum (22.5)	C.S.D.	Development of regional burial sites. Encourage families for stacking burial, cremations and do EIA	MANAGER PARKS	4/30/2013 Annually	PED is negotiating with Traditional Authorities for land.
50	Effective and Efficient administration	New Connection	New applications not captured in the billing system.	Critical (5)	Common (5)	Maximum (25)	Follow up of procedures and verification of new connection implementation with technical department	Unsatisfactory (0.9)	Maximum (22.5)	MM	To ensure that all the systems are in place and implemented	CFO MANAGER REVENUE	31.12.2012	Current Control are maintained

Top 10 Risks identified for 2012/13

Number	Link to objective	Risk description	Background to the risk	Impact	Likelihood	Inherent risk	Current controls	Perceived control effectiveness	Residual risk	Risk owner	Actions to improve management of the risk	Action owner	Time scale	Progress 30 Mar '13
51	Effective and Efficient administration	Delays in procurement process	Poor adherence to the procurement quarterly targets in the SDSIP	Critical (5)	Common (5)	Maximum (25)	Constant correspondence with the procurement unit. IMPLEMENTATION OF REGISTERS TO FOLLOW TIME FRAMES	Unsatisfactory (0.9)	Maximum (22.5)	MM	Intervention strategy and training	Manager/Supply Chain Management and CFO and MM and RELEVANT DEPARTMENT	31.12.2012	Supply Chain policy revised and process aligned accordingly
54	Effective and Efficient administration	Immovable assets	Assets without physical location and Asset not recorded on the fixed asset register	Critical (5)	Common (5)	Maximum (25)	Interim audit on the asset register	Satisfactory (0.65)	Maximum (22.5)	MM	Updating asset register	CFO	On going	Asset register will be updated between May and June 2013
57	Effective and Efficient administration	Insufficient capacity to audit performance information	Increased focus of AG on performance Audit	Critical (5)	Common (5)	Maximum (25)	None	Unsatisfactory (0.9)	Maximum (22.5)	MM	Training of internal audit staff on audit of performance information	MM	31/01/2013	Still to be done