

# **GREATER TZANEEN MUNICIPALITY**



## **ADJUSTED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)**

**2017/2018  
February 2018**

**Office of the Municipal Manager  
Contact: 015-307 8002**

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## List of Acronyms

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

# 1. INTRODUCTION

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

(a) projections for each month of

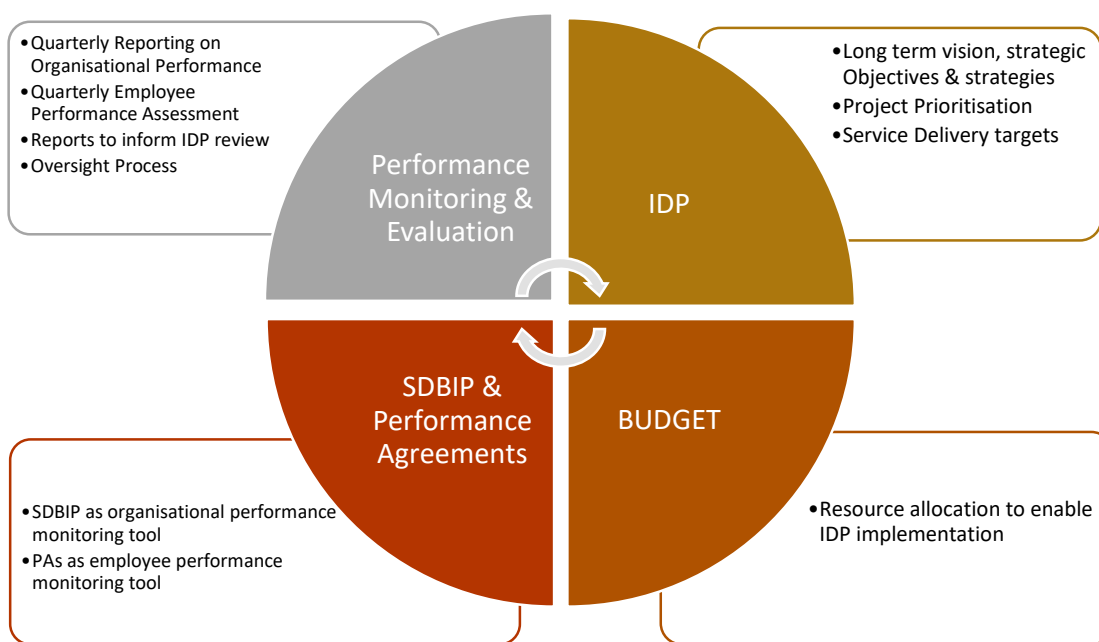
(i) revenue to be collected, by source

(ii) operational and capital expenditure, by vote;

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

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

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



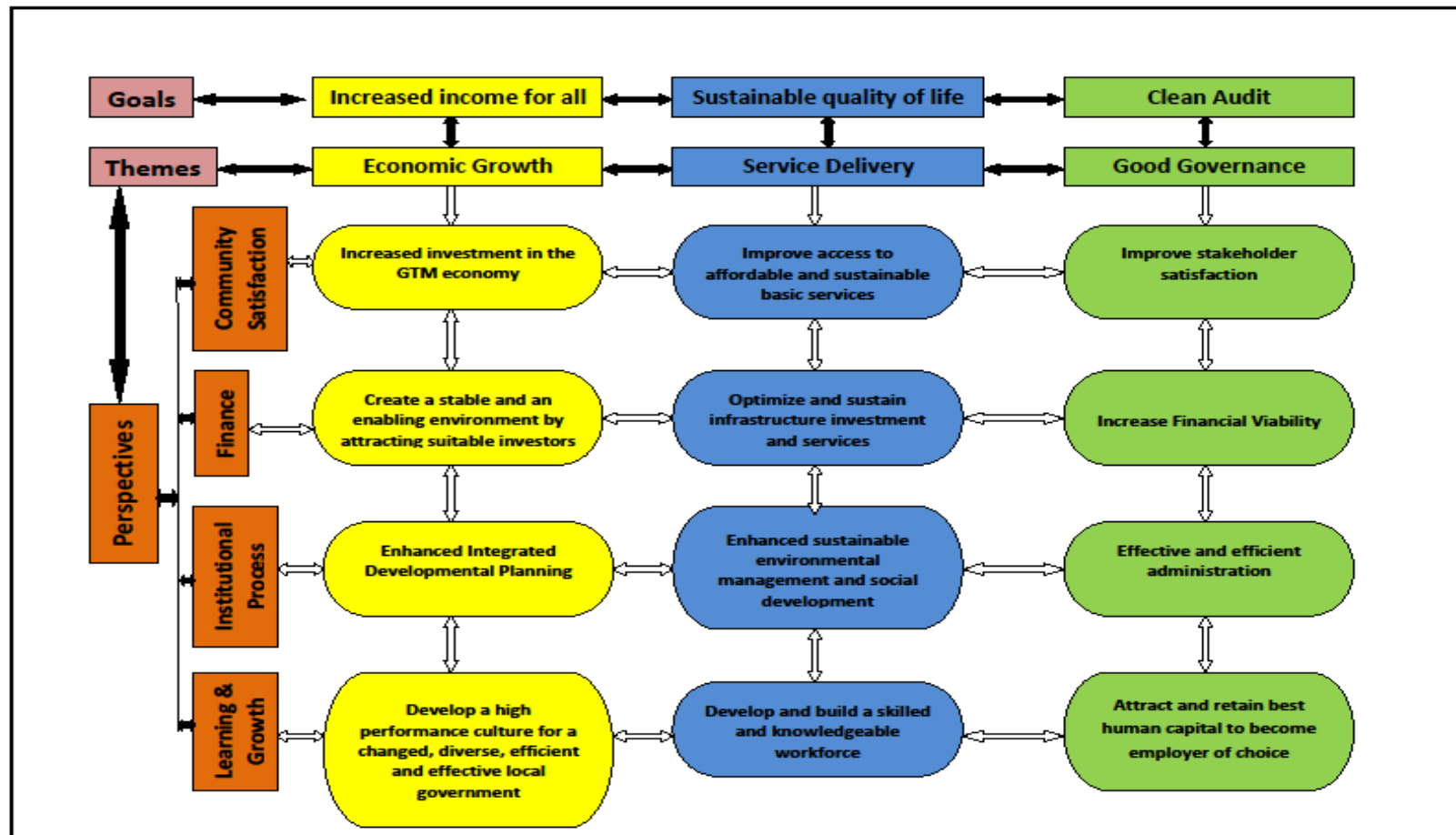
The adjustment to the SDBIP was necessitated by the roll-over of Capital projects from the 2016/17 financial year as well as challenges with the registration of MIG projects contained in the IDP. KPIs were also adjusted in certain instances to comply with audit findings received from the AG for the 2016/17 financial year. All amendments are colour coded.

### Key to Colour Coding

**Orange:** Identifies items that were adjusted

**Red:** Identifies items that were removed

## 2. GTM Strategy Map for 2017/18



**Municipal KPA alignment to National KPAs**

**Strategic Objective Codes:**

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

### 3. Monthly Revenue projections by source for 2017/18

| Source  | Jul '17        | Aug '17       | Sep '17       | Oct '17       | Nov '17        | Dec '17       | Jan '18       | Feb '18       | Mar '18        | Apr '18       | May '18       | Jun '18       | TOTAL            |
|---|----------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|------------------|
|   | Projected      | Projected     | Projected     | Projected     | Projected      | Projected     | Projected     | Projected     | Projected      | Projected     | Projected     | Projected     | Projected        |
| Property rates                                    | 8 098          | 8 282         | 8 133         | 8 178         | 8 294          | 7 314         | 7 947         | 8 114         | 8 022          | 8 374         | 8 217         | 6 025         | 95 000           |
| Penalties imposed and collection charges on rates | 411            | 298           | 310           | 445           | 466            | 308           | 451           | 434           | 482            | 441           | 499           | 454           | 5 000            |
| Service charges                                   | 44 380         | 58 763        | 58 850        | 36 701        | 41 756         | 29 835        | 40 428        | 35 336        | 36 968         | 39 365        | 40 417        | 57 702        | 520 501          |
| Rent of facilities and equipment                  | 86             | 84            | 80            | 69            | 101            | 96            | 81            | 93            | 98             | 97            | 100           | 86            | 1 072            |
| Interest earned - external investments            | 31             | 113           | 223           | 131           | 430            | 42            | 120           | 143           | 201            | 39            | 290           | 336           | 2 101            |
| Interest earned - outstanding debtors             | 942            | 979           | 939           | 1 052         | 1 029          | 1 029         | 1 055         | 1 006         | 1 063          | 1 103         | 883           | 920           | 12 000           |
| Fines   | 234            | 354           | 367           | 401           | 245            | 580           | 237           | 163           | 507            | 265           | 226           | 226           | 3 803            |
| Licenses and Permits                              | 44             | 46            | 46            | 57            | 53             | 64            | 35            | 36            | 67             | 103           | 55            | 44            | 651              |
| Income from Agency services                       | 5 024          | 3 182         | 3 369         | 3 427         | 3 631          | 3 350         | 6 553         | 5 779         | 4 962          | 2 701         | 3 513         | 3 772         | 49 264           |
| Operating grants and subsidies                    | 172 424        | 2 297         | -             | -             | 121 357        | -             | -             | 585           | 119 179        | -             | -             | -             | 415 842          |
| Other Revenue                                     | 8              | 1             | 360           | 261           | 506            | 6             | 461           | 277           | 11             | 5             | 61            | 6 508         | 8 465            |
| Gain on disposal of property, plant and equipment | -              | -             | -             | -             | -              | -             | -             | -             | -              | -             | -             | 2 129         | 2 129            |
| Income foregone                                   | (2 150)        | (2 189)       | (2 223)       | (2 182)       | (2 347)        | (2 226)       | (1 817)       | (2 124)       | (2 140)        | (798)         | (2 212)       | (2 213)       | (24 620)         |
| <b>Total Revenue</b>                              | <b>229 531</b> | <b>72 210</b> | <b>70 453</b> | <b>48 541</b> | <b>175 523</b> | <b>40 397</b> | <b>55 553</b> | <b>49 842</b> | <b>169 421</b> | <b>51 695</b> | <b>52 050</b> | <b>75 991</b> | <b>1 091 209</b> |

**4. Monthly Projected Expenditure by Vote 2017/18**

| Vote                                 | Jul-17         |                 |                | Aug-17         |                 |               | Sep-17         |                 |               | Oct-17         |                 |               | Nov-17         |                 |                | Dec-17         |                 |               |
|--------------------------------------|----------------|-----------------|----------------|----------------|-----------------|---------------|----------------|-----------------|---------------|----------------|-----------------|---------------|----------------|-----------------|----------------|----------------|-----------------|---------------|
|                                      | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000  | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000  | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 |
| Municipal Manager                    | 1 473          | -               | -              | 1 035          | -               | -             | 1 645          | -               | -             | 830            | -               | -             | 890            | -               | -              | 970            | -               | -             |
| Planning and Economic<br>Development | 1 977          | -               | 6              | 1 805          | -               | 4             | 1 553          | -               | 5             | 1 592          | -               | 9             | 1 494          | -               | 11             | 3 642          | -               | 5             |
| Financial Services                   | 5 013          | -               | 121 385        | 5 147          | -               | 9 435         | 4 858          | -               | 7 896         | 4 981          | -               | 8 031         | 4 834          | -               | 91 108         | 6 848          | -               | 6 712         |
| Corporate Services                   | 6 509          | -               | -              | 6 911          | -               | -             | 7 304          | -               | -             | 7 461          | -               | -             | 6 838          | -               | -              | 6 719          | -               | -             |
| Engineering Services                 | 10 645         | 334             | 33 649         | 11 555         | 21 739          | 121           | 15 292         | 10 431          | 114           | 11 170         | 8 930           | 106           | 12 230         | 16 952          | 38 394         | 14 804         | 19 218          | 150           |
| Community Services                   | 13 926         | -               | 7 238          | 13 989         | -               | 6 126         | 15 185         | -               | 5 806         | 16 176         | -               | 5 941         | 14 762         | -               | 6 788          | 15 221         | -               | 6 067         |
| Electrical Engineering               | 11 447         | 125             | 67 253         | 49 953         | 96              | 56 525        | 52 676         | 1 158           | 56 633        | 36 749         | 121             | 34 453        | 38 577         | 129             | 39 222         | 35 629         | 621             | 27 462        |
| GTEDA                                | -              | -               | -              | -              | -               | -             | -              | -               | -             | -              | -               | -             | -              | -               | -              | -              | -               | -             |
| <b>Total By Vote</b>                 | <b>50 991</b>  | <b>459</b>      | <b>229 531</b> | <b>90 394</b>  | <b>21 836</b>   | <b>72 210</b> | <b>98 513</b>  | <b>11 589</b>   | <b>70 453</b> | <b>78 960</b>  | <b>9 051</b>    | <b>48 541</b> | <b>79 625</b>  | <b>17 080</b>   | <b>175 523</b> | <b>83 833</b>  | <b>19 839</b>   | <b>40 397</b> |



**4. Monthly Projected Expenditure by Vote 2017/18**

| Jan-18         |                 |               | Feb-18         |                 |               | Mar-18         |                 |               | Apr-18         |                 |               | May-18         |                 |               | Jun-18         |                 |               | Total          |                 |               |
|----------------|-----------------|---------------|----------------|-----------------|---------------|----------------|-----------------|---------------|----------------|-----------------|---------------|----------------|-----------------|---------------|----------------|-----------------|---------------|----------------|-----------------|---------------|
| Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 | Opex<br>R '000 | Capex<br>R '000 | Rev<br>R '000 |
| 1 211          | -               | -             | 838            | -               | -             | 916            | -               | -             | 1 178          | -               | -             | 960            | -               | -             | 2 406          | -               | -             | 14 355         | -               | -             |
| 1 462          | -               | 8             | 1 495          | -               | 10            | 5 397          | -               | 22            | 1 619          | -               | 3             | 1 902          | -               | 11            | 2 659          | -               | 420           | 26 596         | -               | 514           |
| 4 384          | -               | 8 774         | 5 182          | -               | 7 877         | 5 907          | -               | 84 254        | 6 328          | -               | 9 346         | 4 236          | -               | 8 029         | 24 887         | -               | 13 550        | 82 606         | -               | 376 397       |
| 11 235         | -               | -             | 5 856          | -               | -             | 6 245          | -               | -             | 8 668          | -               | -             | 5 557          | -               | -             | 14 226         | -               | 1             | 93 530         | -               | 1             |
| 11 292         | 8 062           | 102           | 12 669         | 7 964           | 110           | 11 911         | 6 949           | 24 280        | 8 243          | 4 778           | 187           | 13 663         | 6 925           | 114           | 11 655         | 3 588           | 261           | 145 128        | 115 871         | 97 587        |
| 15 682         | -               | 8 885         | 14 573         | -               | 8 930         | 14 062         | -               | 26 193        | 16 450         | -               | 5 232         | 16 952         | -               | 5 939         | 23 240         | -               | 6 865         | 190 216        | -               | 100 009       |
| 26 376         | 6 000           | 37 784        | 41 416         | 10 246          | 32 916        | 30 932         | 3 750           | 34 672        | 38 106         | 1 500           | 36 928        | 36 846         | 3 750           | 37 957        | 87 055         | 19 529          | 54 894        | 485 763        | 47 025          | 516 701       |
| -              | -               | -             | -              | -               | -             | -              | 235             | -             | -              | -               | -             | -              | -               | -             | -              | -               | -             | -              | 235             | -             |
| 71 643         | 14 062          | 55 553        | 82 029         | 18 211          | 49 842        | 75 370         | 10 934          | 169 421       | 80 592         | 6 278           | 51 695        | 80 116         | 10 675          | 52 050        | 166 128        | 23 117          | 75 991        | 1 038 192      | 163 131         | 1 091 209     |

### 5. Capital Summary for 2017/18 after adjustments

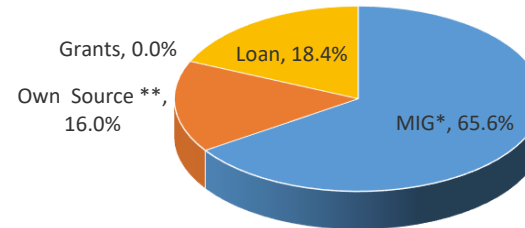
| Adjusted Capital Summary for 2017/18 |                      |               |
|--------------------------------------|----------------------|---------------|
| Funding Source                       | Budget (R '000)      | % from source |
| MIG*                                 | 106 975              | 65.6%         |
| Own Source **                        | 26 156               | 16.0%         |
| Grants                               | -                    | 0.0%          |
| Loan                                 | 30 000               | 18.4%         |
| <b>Total</b>                         | <b>R 163 130 910</b> | <b>100%</b>   |

\*Roll over amount of R15,830,308 included

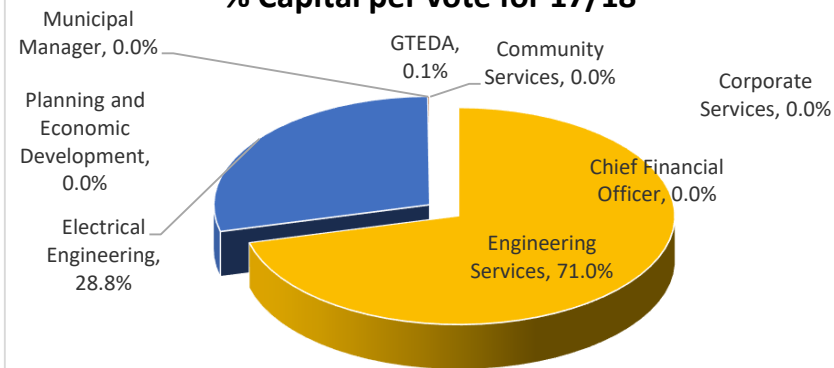
\*\*R4744614 counter funding for MIG included

| Capital Allocation by Vote for 2017/18 |                      |             |
|--|----------------------|-------------|
| Vote                                   | Budget (R '000)      | % per vote  |
| Community Services                     | -                    | 0.0%        |
| Corporate Services                     | -                    | 0.0%        |
| Chief Financial Officer                | -                    | 0.0%        |
| Engineering Services                   | 115 871              | 71.0%       |
| Electrical Engineering                 | 47 025               | 28.8%       |
| Municipal Manager                      | -                    | 0.0%        |
| Planning and Economic Development      | -                    | 0.0%        |
| GTEDA                                  | 235                  | 0.1%        |
| <b>Total</b>                           | <b>R 163 130 910</b> | <b>100%</b> |

**% Capital from source for 17/18**



**% Capital per vote for 17/18**



| 5. CAPITAL WORKS PLAN 2017/18 - 2019/20  |            |   |                    |                             |          |          |          |          |          |           |           |           |           |           |           |             |                       |                            |             |           |                   |                                 |
|--|------------|---|--------------------|-----------------------------|----------|----------|----------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-------------|-----------------------|----------------------------|-------------|-----------|-------------------|---------------------------------|
| Ward                                     | IDP Ref No | Project Name  | Estimated end date | Monthly Planned Expenditure |          |          |          |          |          |           |           |           |           |           |           |             | 17/18 Adjusted amount | Adjusted Capital for 17/18 | MTEF Budget |           | Source of funding | Reason for adjustment           |
|  |            |   |                    | July '17                    | Aug '17  | Sept '17 | Oct '17  | Nov '17  | Dec '17  | Jan '18   | Feb '18   | Mar '18   | Apr '18   | May '18   | Jun '18   | 2017/18     |                       |                            | 2018/19     | 2019/20   |                   |                                 |
|  |            |   |                    |                             |          |          |          |          |          |           |           |           |           |           |           |             |                       |                            |             |           |                   |                                 |
| <b>Electrical Engineering Department</b> |            |   |                    |                             |          |          |          |          |          |           |           |           |           |           |           |             |                       |                            |             |           |                   |                                 |
| 14,15                                    | EED 36     | New Entrance Street R36 streetlights                                  | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 500 000 | R 200 000 | R 200 000 | R 100 000 | R 50 000  | R 50 000  | R 1 100 000 | n/a                   | R 1 100 000                | R -         | R -       | Loan              | n/a                             |
| 13                                       | EED 50     | Area Lighting at Tarentaal rand crossing                              | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R -       | R 130 000 | R 120 000 |           | R 50 000  | R -       | R 300 000   | n/a                   | R 300 000                  |             |           | Loan              | n/a                             |
| All                                      | EED 60     | Provision of Capital Tools (Customer and Retail Services)             | 30/06/2018         | R 10 000                    | R 10 000 | R 30 000 | R 20 000 | R 10 000 | R 20 000 | R 20 000  | R 20 000  | R 20 000  | R 20 000  | R 20 000  | R -       | R 200 000   | R 100 000             | R 100 000                  | R 100 000   | R 100 000 | Loan              | Budget allocation only R100 000 |
| All                                      | EED 61     | Provision of Capital Tools (Operations and Maintenance)               | 30/06/2018         | R 10 000                    | R 10 000 | R 30 000 | R 20 000 | R 10 000 | R 20 000 | R 20 000  | R 20 000  | R 20 000  | R 20 000  | R 20 000  | R -       | R 200 000   | R 100 000             | R 100 000                  | R 100 000   | R 100 000 | Loan              | Budget allocation only R100 001 |
| 14,15                                    | EED 70     | Rebuilding Letsitele Vally Substation - Bosbou and all T-off's (3 Km) | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 150 000 | R 50 000  | R 100 000 | R 100 000 | R 50 000  | R 50 000  | R 500 000   | n/a                   | R 500 000                  | R -         | R -       | Loan              | n/a                             |
| 19                                       | EED 71     | Rebuilding of Valencia 11Kv lines (6km)                               | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 500 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R 500 000   | R 500 000 | Loan              | n/a                             |
| 15                                       | EED 72     | Rebuilding of Lushof South 11kv line (3km)                            | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 250 000 | R 50 000  | R 50 000  | R 50 000  | R 50 000  | R 50 000  | R 500 000   | n/a                   | R 500 000                  | R 500 000   | R -       | Loan              | n/a                             |
| 16                                       | EED 73     | Rebuilding of Rooikoppies 11kv lines (6km)                            | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 500 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R 1 000 000 | R -       | Loan              | n/a                             |
| N/A Ba-Phalaborwa ward                   | EED 74     | Rebuilding of Mabiet 11kv line (6km)                                  | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 500 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R 1 000 000 | R -       | Loan              | n/a                             |
| 16                                       | EED 75     | Rebuilding of Haenertsburg 11kv lines(6km)                            | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 500 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R 1 000 000 | R -       | Loan              | n/a                             |
| 14                                       | EED 76     | Rebuilding of Campsies Glen 11kv lines (6km)                          | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 500 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R 1 000 000 | R -       | Loan              | n/a                             |
| 14                                       | EED 77     | Rebuilding of Politzi Valley 11kv lines (6km)                         | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 500 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R 1 000 000 | R -       | Loan              | n/a                             |
| N/A Ba-Phalaborwa ward                   | EED 78     | Rebuilding of CP Minnaar 11kv lines (2km)                             | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 200 000 | R 50 000  | R 50 000  | R 50 000  | R 50 000  | R -       | R 400 000   | n/a                   | R 400 000                  | R -         | R -       | Loan              | n/a                             |
| 15                                       | EED 80     | Rebuilding of Mieliekloof Deerpark 11kv lines (3km)                   | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 250 000 | R 50 000  | R 50 000  | R 50 000  | R 50 000  | R 50 000  | R 500 000   | n/a                   | R 500 000                  | R 500 000   | R -       | Loan              | n/a                             |
| N/A Ba-Phalaborwa ward                   | EED 82     | Upgrading of Waterbok 33/11kv substation                              | 30/06/2018         | R -                         | R -      | R -      | R -      | R -      | R -      | R 500 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R -         | R -       | Loan              | n/a                             |

| 5. CAPITAL WORKS PLAN 2017/18 - 2019/20 |            |   |                    |                             |         |           |           |           |             |             |           |             |             |           |           |             |                       |                            |             |             |                   |                       |
|---|------------|---|--------------------|-----------------------------|---------|-----------|-----------|-----------|-------------|-------------|-----------|-------------|-------------|-----------|-----------|-------------|-----------------------|----------------------------|-------------|-------------|-------------------|-----------------------|
| Ward                                    | IDP Ref No | Project Name  | Estimated end date | Monthly Planned Expenditure |         |           |           |           |             |             |           |             |             |           |           |             | MTEF Budget           |                            |             |             | Source of funding | Reason for adjustment |
|   |            |   |                    | July '17                    | Aug '17 | Sept '17  | Oct '17   | Nov '17   | Dec '17     | Jan '18     | Feb '18   | Mar '18     | Apr '18     | May '18   | Jun '18   | 2017/18     | 17/18 Adjusted amount | Adjusted Capital for 17/18 | 2018/19     | 2019/20     |                   |                       |
| 15                                      | EED 83     | Upgrading of Blacknoll 33/11kv substation   | 30/06/2018         | R -                         | R -     | R -       | R -       | R -       | R -         | R 500 000   | R 100 000 | R 100 000   | R 100 000   | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R -         | R -         | Loan              | n/a                   |
| 16                                      | EED 84     | Houtbosdorp 11kv Ring (10km)  | 30/06/2018         | R -                         | R -     | R -       | R -       | R -       | R -         | R 700 000   | R 200 000 | R 200 000   | R 200 000   | R 100 000 | R 100 000 | R 1 500 000 | n/a                   | R 1 500 000                | R -         | R -         | Loan              | n/a                   |
| 15                                      | EED 85     | Replace 2x20MVA 66/11kv Transformers  | 30/06/2018         | R -                         | R -     | R -       | R -       | R -       | R -         | R 2 550 000 | R -       | R -         | R -         | R -       | R -       | R 2 550 000 | n/a                   | R 2 550 000                | R 5 000 000 | R 2 350 000 | Loan              | n/a                   |
| 13                                      | EED 86     | Substation fencing (Tarentaal rand Main, Letsitele Main)                            | 30/06/2018         | R -                         | R -     | R -       | R -       | R -       | R -         | R 500 000   | R 100 000 | R 100 000   | R 100 000   | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R 500 000   | R 500 000   | Loan              | n/a                   |
| 16                                      | EED 90     | Refurbishment of the Ebenezer 33kv Feeder   | 30/06/2018         | R -                         | R -     | R -       | R -       | R -       | R -         | R 500 000   | R 100 000 | R 100 000   | R 100 000   | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R 1 000 000 | R 1 000 000 | Loan              | n/a                   |
| 15                                      | EED 87     | Replacing of old SS1 electrical substation circuit breakers with compact switchgear | 30/06/2018         | R -                         | R -     | R 100 000 | R 100 000 | R -       | R 100 000   | R 2 000 000 | R -       | R 2 000 000 | R 1 200 000 | R 500 000 | R -       | R 6 000 000 | n/a                   | R 6 000 000                | R -         | R -         | Loan              | n/a                   |
| All Wards                               | EED 59     | Substation tripping batteries   | 30/06/2018         | R -                         | R -     | R -       | R -       | R -       | R 400 000   | R -         | R -       | R -         | R -         | R -       | R -       | R 400 000   | n/a                   | R 400 000                  | R 100 000   | R 150 000   | Loan              | n/a                   |
| 13 & 16                                 | EED 88     | Replacement of auto-reclosers (11kv and 33kv)                                       | 30/06/2018         | R -                         | R -     | R -       | R -       | R -       | R 3 000 000 | R -         | R -       | R -         | R -         | R -       | R -       | R 3 000 000 | n/a                   | R 3 000 000                | R 1 500 000 | R 1 500 000 | Loan              | n/a                   |
| 14,15                                   | EED 58     | Replacing 11kv cables for increased capacity  | 30/06/2018         | R -                         | R -     | R -       | R -       | R 400 000 | R -         | R 200 000   | R -       | R 100 000   | R 100 000   | R 100 000 | R 100 000 | R 1 000 000 | n/a                   | R 1 000 000                | R 750 000   | R 1 000 000 | Loan              | n/a                   |
| 14,15                                   | EED 57     | Miniature Substation for Urban distribution network                                 | 30/06/2018         | R -                         | R -     | R -       | R -       | R -       | R 1 000 000 | R -         | R -       | R -         | R -         | R -       | R -       | R 1 000 000 | n/a                   | R 1 000 000                | R 500 000   | R 1 000 000 | Loan              | n/a                   |
| All wards                               | EED 62     | Replacement of Existing Air conditioners in Municipal Buildings                     | 30/06/2018         | R -                         | R -     | R -       | R -       | R 50 000  | R -         | R 100 000   | R 50 000  | R 50 000    | R -         | R -       | R -       | R 250 000   | n/a                   | R 250 000                  | R 150 000   | R -         | Loan              | n/a                   |
| 13; 14; 15                              | ED 56      | Renewal, Repairs and Maintenance on pre-paid meters (Tzaneen, Letsitele & Polits)   | 30/06/2018         | R -                         | R -     | R -       | R -       | R -       | R -         | R -         | R -       | R 30 000    | R 45 000    | R 105 000 | R 120 000 | R 300 000   | n/a                   | R 300 000                  | R 300 000   | R 300 000   | Own               | n/a                   |

| 5. CAPITAL WORKS PLAN 2017/18 - 2019/20 |                      |  |                    |                             |           |             |           |           |           |           |           |           |             |             |             |              |              |                       |              |                            |                                     |   |  |                   |                       |
|---|----------------------|--|--------------------|-----------------------------|-----------|-------------|-----------|-----------|-----------|-----------|-----------|-----------|-------------|-------------|-------------|--------------|--------------|-----------------------|--------------|----------------------------|-------------------------------------|---|--|-------------------|-----------------------|
| Ward                                    | IDP Ref No           | Project Name   | Estimated end date | Monthly Planned Expenditure |           |             |           |           |           |           |           |           |             |             |             |              |              | 17/18 Adjusted amount |              | Adjusted Capital for 17/18 |                                     | MTEF Budget   |  | Source of funding | Reason for adjustment |
|   |                      |  |                    | July '17                    | Aug '17   | Sept '17    | Oct '17   | Nov '17   | Dec '17   | Jan '18   | Feb '18   | Mar '18   | Apr '18     | May '18     | Jun '18     | 2017/18      | 2018/19      | 2019/20               |              |                            |                                     |   |  |                   |                       |
| All                                     | EED 55               | New electricity Connections (Consumer contributions spent)                                     | 30/06/2018         | R 150 000                   | R 150 000 | R 1 200 000 | R 300 000 | R 450 000 | R 750 000 | R 300 000 | R 450 000 | R 750 000 | R 3 000 000 | R 4 500 000 | R 2 700 000 | R 15 000 000 | R 14 700 000 | R 14 700 000          | R 15 885 000 | R 16 806 330               | Own/ Customers Service Contribution | Saving to fund R300 000 required for pre-paid meters which was not budgeted for |  |                   |                       |
| All                                     | EED 99               | Purchase of office furniture and equipment for Electrical Engineering Dpt                      | 30/06/2018         | R -                         | R -       | R -         | R 50 000  | R 50 000  | R 50 000  | R 50 000  | R -       | R 50 000  | R 50 000    | R -         | R -         | R 300 000    | n/a          | R 300 000             | R -          | R -                        | Loan                                | n/a   |  |                   |                       |
| tdb                                     | Roll over from 16/17 | Replace 10 x 11 kV and 6 x 33kv auto reclosers   | 30/06/2018         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | R -       | R -         | R 2 025 000 | R -         | R -          | R 2 025 000  |                       |              |                            | Own                                 |   |  |                   |                       |
| tdb                                     | Not in 17/18 IDP     | Procurement of meterboxes  | 30/06/2018         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | R -       | R -         | R -         | R 50 000    |              | R 50 000     | R 50 000              |              |                            | Loan                                | Project Was in 17/18 budget but not in IDP                                      |  |                   |                       |
| tdb                                     | Not in 17/18 IDP     | Replacing of LV cables   | 30/06/2018         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | R -       | R -         | R -         | R 450 000   |              | R 450 000    | R 450 000             |              |                            | Loan                                | Project Was in 17/18 budget but not in IDP                                      |  |                   |                       |
| 14,15                                   | ESD 37               | Entrance Streetlights R72  | 30/06/2019         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | n/a       | n/a         | n/a         | n/a         | R -          |              |                       | R 532 000    | R -                        | Loan                                | n/a   |  |                   |                       |
| 13                                      | ESD 38               | R71 Deerpark Traffic circle lights SANRAL  | 30/06/2019         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | n/a       | n/a         | n/a         | n/a         | R -          |              |                       | R 1 600 000  | R -                        | Loan                                | n/a   |  |                   |                       |
| 10                                      | ESD 51               | Area Lighting at R36 Kujwana turnoff   | 30/06/2019         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | n/a       | n/a         | n/a         | n/a         | R -          |              |                       | R 3 000 000  | R -                        | Loan                                | n/a   |  |                   |                       |
| tdb                                     | EED 63               | Rebuilding of lines Greenfog to Haenertsburg (12km)  | 30/06/2020         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | n/a       | n/a         | n/a         | n/a         | R -          |              |                       | R 1 200 000  | R 1 200 000                | Loan                                | n/a   |  |                   |                       |
| N/A Ba-Phalaborwa ward                  | EED 64               | Rebuilding of lines Gravelotte-De Neck (15km)  | 30/06/2020         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | n/a       | n/a         | n/a         | n/a         | R -          |              |                       | R 1 500 000  | R 1 500 000                | Loan                                | n/a   |  |                   |                       |
| N/A Ba-Phalaborwa ward                  | EED 65               | Rebuilding of 33kv lines Lalapanzi-Waterbok (2km)  | 30/06/2019         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | n/a       | n/a         | n/a         | n/a         | R -          |              |                       | R 600 000    | R -                        | Loan                                | n/a   |  |                   |                       |
| 16                                      | EED 66               | Rebuilding of Mashutti 11kv line (4km)   | 30/06/2019         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | n/a       | n/a         | n/a         | n/a         | R -          |              |                       | R 400 000    | R -                        | Loan                                | n/a   |  |                   |                       |
| 13                                      | EED 67               | Rebuilding of Deeside 11kv line from Red Arc to Rooster and Woodside Farm (2.5km) Phase 1 of 3 | 30/06/2020         | n/a                         | n/a       | n/a         | n/a       | n/a       | n/a       | n/a       | n/a       | n/a       | n/a         | n/a         | n/a         | R -          |              |                       | R 584 000    | R 600 000                  | Loan                                | n/a   |  |                   |                       |

| 5. CAPITAL WORKS PLAN 2017/18 - 2019/20 |            |   |                    |                             |             |             |             |             |             |             |             |             |             |             |             |             |                       |                            |              |             |                   |                       |  |
|---|------------|---|--------------------|-----------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------------------|----------------------------|--------------|-------------|-------------------|-----------------------|--|
| Ward                                    | IDP Ref No | Project Name  | Estimated end date | Monthly Planned Expenditure |             |             |             |             |             |             |             |             |             |             |             |             | 17/18 Adjusted amount | Adjusted Capital for 17/18 | MTEF Budget  |             | Source of funding | Reason for adjustment |  |
|   |            |   |                    | July '17                    | Aug '17     | Sept '17    | Oct '17     | Nov '17     | Dec '17     | Jan '18     | Feb '18     | Mar '18     | Apr '18     | May '18     | Jun '18     | 2017/18     |                       |                            | 2018/19      | 2019/20     |                   |                       |  |
|   |            |   |                    |                             |             |             |             |             |             |             |             |             |             |             |             |             |                       |                            |              |             |                   |                       |  |
| 13                                      | EED 68     | Rebuilding of Yamona/ Shivurali 11kv line (4km)   | 30/06/2020         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -                   |                            | R 584 000    | R 600 000   | Loan              | n/a                   |  |
| 13                                      | EED 69     | Rebuilding of Ledzee 11kv line from LZ44 to Vandergreyp Farm (3.5km)                              | 30/06/2020         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -                   |                            | R 500 000    | R 1 500 000 | Loan              | n/a                   |  |
| N/A Ba-Phalaborwa ward                  | EED 79     | Rebuilding of Waterbok 11kv lines (5.5km)   | 30/06/2020         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -                   |                            | R -          | R 1 000 000 | Loan              | n/a                   |  |
| 19                                      | EED 81     | Rebuilding of Letaba Feeder 33kv line (3.5km)   | 30/06/2020         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -                   |                            | R 750 000    | R 750 000   | Loan              | n/a                   |  |
| 16                                      | EED 89     | Building of a new 4MVS 33/11 kv substation at Agatha  | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -                   |                            | R 4 000 000  |             | Loan              | n/a                   |  |
| 16                                      | EED 91     | Install 33kv voltage regulator on the 33kv Haenertsburg ring                                      | 30/06/2020         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -                   |                            | R -          | R 2 000 000 | Loan              | n/a                   |  |
| 13,15                                   | EED 92     | Rebuild 66kv wooden line from Tzaneen to Tarentaalrand (20Km)                                     | 30/06/2020         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -                   |                            | R -          | R 2 900 000 | Loan              | n/a                   |  |
| <b>Engineering Services Department</b>  |            |   |                    |                             |             |             |             |             |             |             |             |             |             |             |             |             |                       |                            |              |             |                   |                       |  |
| 28                                      | ESD 94     | Burgersdorp Sports Facility   | 30/06/2018         | R 1 076 694                 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 1 076 694 | R 12 920 324          | n/a                        | R 12 920 324 | R -         | R -               | MIG                   | n/a  |
| 26                                      | ESD 95     | Upgrading of Juliusburg Sports Facility (Phase 1 of 2)  | 30/06/2019         | R 544 523                   | R 544 523   | R 544 523   | R 544 523   | R 544 523   | R 544 523   | R 544 523   | R 544 523   | R 544 523   | R 544 523   | R 544 523   | R 544 523   | R 544 523   | R 6 534 279           | n/a                        | R 6 534 279  | R 4 060 889 | R -               | MIG                   | n/a  |
| 26                                      | ESD 95     | Rita to Mariveni Upgrading of Road from Gravel to Tar   | 30/06/2018         | R 264 432                   | R 264 432   | R 264 432   | R 264 432   | R 264 432   | R 264 432   | R 264 432   | R 264 432   | R 264 432   | R 264 432   | R 264 432   | R 264 432   | R 264 432   | R 3 173 183           | n/a                        | R 3 173 183  | R -         | R -               | MIG                   | n/a  |
| 26                                      | ESD 95     | Upgrading of Ticklyline Glassworks, Myakayaka, Burgersdorp, Gavaza to Mafarana from Gravel to Tar | 30/06/2018         | R 2 724 799                 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 2 724 799 | R 32 697 584          | R 36 637 334               | R 36 637 334 | R -         | R -               | MIG                   | Roll over from 2016/17 (R9330308) included in budget for 17/18 |

| 5. CAPITAL WORKS PLAN 2017/18 - 2019/20 |                     |   |                    |                             |             |             |             |             |             |             |             |             |             |             |             |             |                       |                            |              |              |                   |  |                |
|---|---------------------|---|--------------------|-----------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------------------|----------------------------|--------------|--------------|-------------------|--|----------------|
| Ward                                    | IDP Ref No          | Project Name                                  | Estimated end date | Monthly Planned Expenditure |             |             |             |             |             |             |             |             |             |             |             | 2017/18     | 17/18 Adjusted amount | Adjusted Capital for 17/18 | MTEF Budget  |              | Source of funding | Reason for adjustment                            |                |
|   |                     |   |                    | July '17                    | Aug '17     | Sept '17    | Oct '17     | Nov '17     | Dec '17     | Jan '18     | Feb '18     | Mar '18     | Apr '18     | May '18     | Jun '18     |             |                       |                            | 2018/19      | 2019/20      |                   |  |                |
|   |                     |   |                    |                             |             |             |             |             |             |             |             |             |             |             |             |             |                       |                            |              |              |                   |  |                |
| 7                                       | ESD 13              | Moruji to Matswi, Khesholwe Tar Road          | 30/06/2019         | R 3 298 715                 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 3 298 715 | R 39 584 579          | n/a                        | R 39 584 579 | R 25 689 259 | R -               | MIG & Own (Including R4,744,614 counter funding) | n/a            |
| 26                                      | ESD 95              | Relela Community Hall                         | 30/06/2018         | R 1 062 880                 | R 1 062 880 | R 1 062 880 | R -         | R -         | R -         | R -         | R -         | R -         | R -         | R -         | R -         | R -         | R 3 188 640           | n/a                        | R 3 188 640  | R -          | R -               | MIG  | n/a            |
| 26                                      | ESD 95              | Khubu to Lwandlamuni Low Level Bridge         | 30/06/2018         | R 1 932 742                 | R 1 932 742 | R -         | R -         | R -         | R -         | R -         | R -         | R -         | R -         | R -         | R -         | R -         | R 3 181 483           | n/a                        | R 3 181 483  | R -          | R -               | MIG  | n/a            |
| tdb                                     | ESD-127 (16/17 IDP) | Upgrading of Runnymede cluster Sport Facility | 30/06/2018         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -         | R -         | R -         | R 6 500 000 | R -         | R 6 500 000           | R 6 500 000                | R -          | R -          | MIG               | MIG Roll-over from 16/17                         |                |
| tdb                                     | ESD-34 (16/17 IDP)  | Refurbishment of Tzaneen Airfield Runway      | 30/06/2018         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -         | R -         | R -         | R 2 031 385 | R -         | R 2 031 385           | R 2 031 385                | R -          | R -          | Own               | Own Capital roll-ed over from 16/17              |                |
| tdb                                     | ESD 78 (16/17 IDP)  | Construction of ablation facilities at Parks  | 30/06/2018         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -         | R -         | R -         | R 819 703   | R -         | R 819 703             | R 819 703                  | R -          | R -          | Own               | Own Capital roll-ed over from 16/18              |                |
| tdb                                     |                     | Kwekwe low level bridge                       | 30/06/2018         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -         | R -         | R -         | R 1 300 000 | R -         | R 1 300 000           | R 1 300 000                | R -          | R -          | Own               | Own Capital roll-ed over from 16/19              |                |
| tdb                                     | EED-39              | Apollo Light Dan Village                      | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| tdb                                     | EED-40              | Apollo Light Nkowanokwa                       | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| tdb                                     | EED-41              | Apollo light at Petanenge                     | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| tdb                                     | EED-42              | Zanghoma/Marivani Apollo lights               | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| 32                                      | EED-43              | Apollo lights at Moime and                    | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| 20                                      | EED-44              | Apollo lights at Lusaka                       | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| 8                                       | EED-45              | Apollo lights at Sethong                      | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| 10                                      | EED-46              | Apollo lights at Moleketta                    | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| 4                                       | EED-47              | Apollo lights at Xihoko                       | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| 13                                      | EED-48              | Apollo lights at Mandlakazi                   | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| tdb                                     | EED-49              | Apollo Lights Burgersdorp                     | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R 1 100 000 | R -                   | R 1 100 000                | R 1 100 000  | R -          | R -               | MIG  | Not registered |
| 31                                      | ESD 93              | Lenyeny Stadium upgrade Phase 2               | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -         | n/a                   | R 15 267 300               | R -          | R -          | MIG               | n/a  |                |
| 9                                       | ESD 10              | Paving Mopye Access road to school            | 30/06/2019         | n/a                         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | n/a         | R -         | n/a                   | R 6 300 210                | R -          | R -          | MIG               | n/a  |                |

| 5. CAPITAL WORKS PLAN 2017/18 - 2019/20 |            |   |                    |                             |         |          |         |         |         |         |         |         |         |         |         |                       |                            |             |         |                   |                       |         |            |     |     |
|---|------------|---|--------------------|-----------------------------|---------|----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|-----------------------|----------------------------|-------------|---------|-------------------|-----------------------|---------|------------|-----|-----|
| Ward                                    | IDP Ref No | Project Name  | Estimated end date | Monthly Planned Expenditure |         |          |         |         |         |         |         |         |         |         |         | 17/18 Adjusted amount | Adjusted Capital for 17/18 | MTEF Budget |         | Source of funding | Reason for adjustment |         |            |     |     |
|   |            |   |                    | July '17                    | Aug '17 | Sept '17 | Oct '17 | Nov '17 | Dec '17 | Jan '18 | Feb '18 | Mar '18 | Apr '18 | May '18 | Jun '18 |                       |                            | 2017/18     | 2018/19 |                   |                       | 2019/20 |            |     |     |
| 31                                      | ESD 11     | Paving of Nelson Ramodike High Access road to school                        | 30/06/2019         | n/a                         | n/a     | n/a      | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | R                     | -                          | n/a         |         | R                 | 6 142 862             | R       | -          | MIG | n/a |
| 19                                      | ESD 12     | Tarring of Nkowankowa B Streets   | 30/06/2020         | 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                     | -                          | n/a         |         | R                 | -                     | R       | 25 452 650 | MIG | n/a |
| 16                                      | ESD 16     | Paving of Topanama Access road to Serurubele School                         | 30/06/2020         | 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                     | -                          | n/a         |         | R                 | -                     | R       | 10 752 000 | MIG | n/a |
| 10                                      | ESD 17     | Paving of Marirone to Kubjana Street  | 30/06/2020         | 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                     | -                          | n/a         |         | R                 | -                     | R       | 20 247 900 | MIG | n/a |
| 11                                      | ESD 18     | Paving of Thapane Street  | 30/06/2020         | 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                     | -                          | n/a         |         | R                 | -                     | R       | 17 200 000 | MIG | n/a |
| 13                                      | ESD 20     | Paving of Thapane Cross, Mandlakazi to Nwamitwa                             | 30/06/2019         | n/a                         | n/a     | n/a      | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | R                     | -                          | n/a         |         | R                 | 21 341 818            | R       | -          | MIG | n/a |
| 34                                      | ESD 22     | Mmatapa to Leseka Primary School Road gravel to tar                         | 30/06/2020         | 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                     | -                          | n/a         |         | R                 | -                     | R       | 10 000     | MIG | n/a |
| 28                                      | ESD 23     | Dr. CN Pathudi to Pharare Access Road regraveling and stormwater management | 30/06/2020         | 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                     | -                          | n/a         |         | R                 | -                     | R       | 6 500 000  | MIG | n/a |
| 5                                       | ESD 29     | Maweni Low level bridge   | 30/06/2019         | n/a                         | n/a     | n/a      | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | R                     | -                          | n/a         |         | R                 | 5 000 000             | R       | -          | MIG | n/a |
| n/a                                     | ESD 30     | Construction of Pedestrian bridges  | 30/06/2020         | 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                     | -                          | n/a         |         | R                 | -                     | R       | 12 000 000 | MIG | n/a |
| 31                                      | ESD 54     | Lenyeny Taxi Rank ablution facilities                                       | 30/06/2019         | n/a                         | n/a     | n/a      | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | R                     | -                          | n/a         |         | R                 | 12 005 088            | R       | -          | MIG | n/a |
| 19                                      | ESD 14     | Tarring Nkowankowa A Codesa and Hani Streets                                | 30/06/2019         | n/a                         | n/a     | n/a      | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | R                     | -                          | n/a         |         | R                 | 11 000 000            | R       | -          | MIG | n/a |
| 25                                      | ESD 19     | Mulati Access road regraveling and stormwater management                    | 30/06/2019         | n/a                         | n/a     | n/a      | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | R                     | -                          | n/a         |         | R                 | 6 507 026             | R       | -          | MIG | n/a |
| 27,29 & 30                              | ESD 21     | Tickyline to Makhwibidung Stormwater Management                             | 30/06/2019         | n/a                         | n/a     | n/a      | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | R                     | -                          | n/a         |         | R                 | 3 500 000             | R       | -          | MIG | n/a |
| 31                                      | ESD 24     | Lenyeny Street Paving   | 30/06/2019         | n/a                         | n/a     | n/a      | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | R                     | -                          | n/a         |         | R                 | 6 300 000             | R       | -          | MIG | n/a |
| 21                                      | ESD 25     | Paving of Nkowankowa D streets  | 30/06/2019         | n/a                         | n/a     | n/a      | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | n/a     | R                     | -                          | n/a         |         | R                 | 7 330 961             | R       | -          | MIG | n/a |



| 5. CAPITAL WORKS PLAN 2017/18 - 2019/20             |            |  |                    |                             |                     |                     |                    |                    |                     |                     |                     |                     |                     |                     |                     |                      |                       |                            |                      |                      |                       |         |     |     |
|---|------------|--|--------------------|-----------------------------|---------------------|---------------------|--------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|-----------------------|----------------------------|----------------------|----------------------|-----------------------|---------|-----|-----|
| Ward  | IDP Ref No | Project Name   | Estimated end date | Monthly Planned Expenditure |                     |                     |                    |                    |                     |                     |                     |                     |                     |                     |                     | MTEF Budget          |                       |                            |                      | Source of funding    | Reason for adjustment |         |     |     |
|   |            |  |                    | July '17                    | Aug '17             | Sept '17            | Oct '17            | Nov '17            | Dec '17             | Jan '18             | Feb '18             | Mar '18             | Apr '18             | May '18             | Jun '18             | 2017/18              | 17/18 Adjusted amount | Adjusted Capital for 17/18 | 2018/19              |                      |                       | 2019/20 |     |     |
| 31  | ESD 26     | Paving of Lenyeny Graveyard street                             | 30/06/2019         | n/a                         | n/a                 | n/a                 | n/a                | n/a                | n/a                 | n/a                 | n/a                 | n/a                 | n/a                 | n/a                 | n/a                 | n/a                  | R -                   | n/a                        |                      | R 3 947 440          | R -                   | MIG     | n/a |     |
| 2   | ESD 28     | Mawa B12 Low level bridge                                      | 30/06/2019         | n/a                         | n/a                 | n/a                 | n/a                | n/a                | n/a                 | n/a                 | n/a                 | n/a                 | n/a                 | n/a                 | n/a                 | n/a                  | R -                   | n/a                        |                      | R 3 100 234          | R -                   | MIG     | n/a |     |
| <b>Planning and Economic Development Department</b> |            |  |                    |                             |                     |                     |                    |                    |                     |                     |                     |                     |                     |                     |                     |                      |                       |                            |                      |                      |                       |         |     |     |
| 14, 16, 31  | PED 9      | Transfer of state land to GTM (Haenertsburg, Lenyeny & Pusela) | 30-Jun-2021        | n/a                         | n/a                 | n/a                 | n/a                | n/a                | n/a                 | n/a                 | n/a                 | n/a                 | n/a                 | n/a                 | n/a                 | n/a                  | R -                   | n/a                        |                      | R -                  | R 500 000             | Own     | Own |     |
| <b>Greater Tzaneen Economic Development Agency</b>  |            |  |                    |                             |                     |                     |                    |                    |                     |                     |                     |                     |                     |                     |                     |                      |                       |                            |                      |                      |                       |         |     |     |
| GTEDA   | GTEDA 143  | MSCOA equipment and programmes                                 | 30-Jun-2018        | R -                         | R -                 | R -                 | R -                | R -                | R -                 | R -                 | R -                 | R 235 000           | R -                 | R -                 | R -                 | R -                  | R 235 000             | n/a                        |                      | R 235 000            | R -                   | R -     | Own | Own |
| <b>Total</b>  |            |  |                    | <b>R 11 074 784</b>         | <b>R 11 074 784</b> | <b>R 10 332 042</b> | <b>R 8 399 162</b> | <b>R 8 879 162</b> | <b>R 13 249 162</b> | <b>R 17 649 162</b> | <b>R 12 729 162</b> | <b>R 12 934 162</b> | <b>R 13 894 162</b> | <b>R 16 579 162</b> | <b>R 23 280 250</b> | <b>R 158 615 072</b> | <b>R 64 713 422</b>   | <b>R 161 105 910</b>       | <b>R 197 228 087</b> | <b>R 130 018 880</b> |                       |         |     |     |

| 7.1 Service Delivery Targets (KPIs & Projects) - Office of the Municipal Manager (MM) |                     |                               |  |                     |                               |               |                               |                |                |                 |   |
|---|---------------------|-------------------------------|--|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|
| KPA   | Strategic Objective | Programme                     | KPI / Project Name   | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation  |
|   |                     |                               |  |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |
| GG  | GG 1                | Customer Care                 | # of community protests  | Number              | tbd                           | 0             | 0                             | 0              | 0              | 0               | Community Protest applications register<br>Protest approval Memos           |
| GG  | GG 1                | Customer Care                 | % of customer complaints resolved  | Percentage          | tbd                           | 100%          | 100%                          | 100%           | 100%           | 100%            | Help desk register of resolutions<br>Presidential & Premier hotline reports |
| GG  | GG 1                | Public Participation          | # of Mayoral (local) imbizos held  | Number              | tbd                           | 16            | 4                             | 4              | 4              | 4               | Minutes and Attendance register (1 Imbizo per cluster per quarter)          |
| MFVM  | GG 2                | Revenue Management            | % equitable share received   | Percentage          | 93%                           | 100%          | 25%                           | 50%            | 75%            | 100%            | Bank Statement<br>DORA  |
| MFVM  | GG 2                | Expenditure Management        | % of Capital Budget spent  | Percentage          | 54%                           | 100%          | 25%                           | 50%            | 75%            | 100%            | Budget Reports  |
| MFVM  | GG 2                | Budget management             | % of Operational budget spent  | Percentage          | 101%                          | 100%          | 25%                           | 50%            | 75%            | 100%            | Budget Reports  |
| MFVM  | GG 2                | Expenditure Management        | % Operating budget spent on Personnel costs (excl Salaries of councillors)     | Percentage          | 35%                           | 35%           | 35%                           | 35%            | 35%            | 35%             | Budget Reports  |
| MFVM  | GG 2                | Supply Chain Management       | % of bids approved by MM within 90 days after close of tender                  | Percentage          | 60%                           | 100%          | 100%                          | 100%           | 100%           | 100%            | Bids approval<br>SCM process checklist                                      |
| MFVM  | GG 2                | Supply Chain Management       | % of Bids awarded within 2 weeks after adjudication recommendation             | Percentage          | tbd                           | 100%          | 100%                          | 100%           | 100%           | 100%            | SCM Submission register<br>Bids approval by MM                              |
| MFVM  | GG 2                | Supply Chain Management       | # of Bids awarded that deviated from the adjudication committee recommendation | Number              | 0                             | 0             | 0                             | 0              | 0              | 0               | SCM Bid register<br>Deviation Forms   |
| MFVM  | GG 2                | Financial Reporting           | Submission of AG Action Plan to Council by 31 January                          | Number              | 1                             | 1             | 1                             | n/a            | n/a            | n/a             | AG Action Plan<br>Council Minutes   |
| GG  | GG 2                | Sound Governance              | % of AG queries resolved   | Percentage          | 100%                          | 100%          | n/a                           | n/a            | 40%            | 100%            | Acknowledgement of receipt by AG & PT                                       |
| MFVM  | GG 2                | Revenue Management            | Revenue enhancement strategy reviewed and approved by 30 June '18              | Number              | 0                             | 1             | n/a                           | n/a            | n/a            | 1               | Revenue Enhancement Strategy<br>Council Minutes                             |
| GG  | GG 3                | Budget management             | % of capital spent on projects as prioritised in IDP for specific year         | Percentage          | tbd                           | 100%          | 100%                          | 100%           | 100%           | 100%            | Capital Expenditure report<br>17/18 IDP project list                        |
| GG  | GG 3                | Council Support               | % of GTM Council resolutions implemented vs number passed                      | Percentage          | tbd                           | 100%          | 100%                          | 100%           | 100%           | 100%            | Resolution register   |
| GG  | GG 3                | Management and Administration | # Management meetings  | Number              | tbd                           | 26            | 7                             | 6              | 6              | 7               | Minutes & Attendance Registers  |

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

| KPA | Strategic Objective | Programme                            | KPI / Project Name   | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation                                  |
|-----|---------------------|--------------------------------------|--|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|
|     |                     |                                      |  |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |
| GG  | GG 3                | Management and Administration        | # of meetings held with all staff  | Number              | 0                             | 2             | 0                             | 1              | 0              | 1               | Minutes & Attendance Registers                            |
| GG  | GG 3                | Management and Administration        | # of Departmental meetings held (MM)   | Number              | 2                             | 4             | 1                             | 1              | 1              | 1               | Minutes & Attendance Registers                            |
| GG  | GG 3                | Performance monitoring and reporting | Mid-year budget and performance report submitted to PT, COGHSTA, and AG by 25 Jan    | Number              | 1                             | 1             | n/a                           | n/a            | 1              | n/a             | Mid-year Performance Report<br>Acknowledgement of Receipt |
| GG  | GG 3                | Performance monitoring and reporting | Draft Annual Report tabled in Council by 31 Jan                                      | Number              | 1                             | 1             | n/a                           | n/a            | 1              | n/a             | Draft Annual Report<br>Council Minutes                    |
| GG  | GG 3                | Performance monitoring and reporting | Final Annual Report approved by Council by 31 March                                  | Number              | 1                             | 1             | n/a                           | n/a            | 1              | n/a             | Final Annual Report<br>Council Minutes                    |
| GG  | GG 3                | Performance monitoring and reporting | # of Quarterly SDBIP reports submitted to Council                                    | Number              | 4                             | 4             | 1                             | 1              | 1              | 1               | Quarterly Performance Reports<br>Council Minutes          |
| GG  | GG 3                | Performance monitoring and reporting | # of Back to Basics statistical reports submitted to CoGTA by the 10th of each month | Number              | 12                            | 12            | 3                             | 3              | 3              | 3               | B2B Reports,<br>Acknowledgement of receipt                |
| GG  | GG 3                | Performance monitoring and reporting | Draft Annual Performance Report submitted to the AG, AC and Mayor by 31 August       | Number              | 1                             | 1             | 1                             | n/a            | n/a            | n/a             | Acknowledgement of Receipt from AG, AC & Mayor            |
| GG  | GG 3                | Performance monitoring and reporting | # of days taken to submit the SDBIP to the Mayor following budget approval           | Number              | 17                            | 28            | n/a                           | n/a            | n/a            | 28              | Acknowledgement of receipt - Mayor                        |
| GG  | GG 3                | Performance monitoring and reporting | # of quarterly performance reports audited prior to submission to Council            | Number              | 0                             | 4             | 1                             | 1              | 1              | 1               | Quarterly SDBIP Audit reports                             |
| GG  | GG 3                | Sound Governance                     | # of AG audit queries  | Number              | 0                             | 0             | 0                             | 0              | 0              | 0               | Audit Report  |
| GG  | GG 3                | Sound Governance                     | % of employees that Received paid overtime (12 month average)                        | Percentage          | 10%                           | 10%           | 10%                           | 10%            | 10%            | 10%             | Monthly HR reports on overtime                            |
| GG  | GG 3                | Sound Governance                     | Unqualified Audit opinion obtained from AG   | Number              | Unqualified                   | 1             | n/a                           | Unqualified    | n/a            | n/a             | AG Audit Report   |
| GG  | GG 3                | Sound Governance                     | # audit committee meetings held  | Number              | tbd                           | 4             | 1                             | 1              | 1              | 1               | Agendas, Attendance register                              |
| GG  | GG 3                | Sound Governance                     | % of audit committee resolutions implemented   | Number              | New KPI                       | 100%          | 100%                          | 100%           | 100%           | 100%            | AC resolution register                                    |
| GG  | GG 3                | Sound Governance                     | % of MPAC resolutions implemented  | Number              | tbd                           | 100%          | 100%                          | 100%           | 100%           | 100%            | MPAC resolution register                                  |
| GG  | GG 3                | Risk Management                      | # of Anti-corruption committee meetings  | Number              | 1                             | 4             | 1                             | 1              | 1              | 1               | Agendas, Attendance register, Minutes                     |

| 7.1 Service Delivery Targets (KPIs & Projects) - Office of the Municipal Manager (MM) |                     |                                 |   |                     |                               |               |                               |                |                |                 |   |
|---|---------------------|---------------------------------|---|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|
| KPA   | Strategic Objective | Programme                       | KPI / Project Name  | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation  |
|   |                     |                                 |   |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |
| GG  | GG 3                | Risk Management                 | # of reported cases of fraud and corruption investigated                            | Number              | 1                             | 0             | 0                             | 0              | 0              | 0               | Register of Fraud & Corruption Cases Investigation Reports                                    |
| GG  | GG 3                | Risk Management                 | Strategic Risk Assessment report submitted to Council                               | Number              | 1                             | 1             | n/a                           | n/a            | n/a            | 1               | Risk Assessment Report<br>IDP Council Item<br>IDP Council Mintues                             |
| GG  | GG 3                | Risk Management                 | # of Risk Management committee meetings   | Number              | tbd                           | 4             | 1                             | 1              | 1              | 1               | Appointment letter for chairperson & members<br>Invitations<br>Minutes & attendance registers |
| GG  | GG 3                | Risk Management                 | # of Risk monitoring reports submitted to Council                                   | Number              | tbd                           | 4             | 1                             | 1              | 1              | 1               | Risk Monitoring Reports<br>Council Minutes  |
| GG  | GG 3                | Risk Management                 | Organisational Risk assessment Report submitted to Council                          | Number              | 1                             | 1             | n/a                           | n/a            | n/a            | 1               | Strategic Risk Assessment Report  |
| GG  | GG 3                | Sound Governance                | 3 year Strategic Risk Based Audit plan submitted to Audit Committee by 30 June      | Number              | 1                             | 1             | n/a                           | n/a            | n/a            | 1               | 3 Year Strategic Risk Audit Plan<br>AC minutes  |
| GG  | GG 3                | Sound Governance                | Average number of days taken by Directors to respond to Internal Audit Queries      | Percentage          | tbd                           | 5             | 5                             | 5              | 5              | 5               | Internal Audit Follow-up Reports for all Departments  |
| GG  | GG 3                | Sound Governance                | # of quarterly internal audit reports submitted to audit committee                  | Number              | 4                             | 4             | 1                             | 1              | 1              | 1               | Quarterly Audit reports<br>AC minutes   |
| GG  | GG 3                | Sound Governance                | Reviewed Internal Audit Charter submitted & approved by Audit Committee by 30 June  | Number              | tbd                           | 1             | n/a                           | n/a            | n/a            | 1               | Audit Charter<br>AC Minutes   |
| LED   | LED 3               | Integrated Development Planning | # of IDP Steering Committee meetings  | Number              | 4                             | 6             | 1                             | 1              | 1              | 1               | Invitations Minutes & attendance registers  |
| LED   | LED 3               | Integrated Development Planning | # of IDP Rep forum meetings   | Number              | 4                             | 5             | 1                             | 1              | 1              | 1               | Invitations Minutes & attendance registers  |
| LED   | LED 3               | Integrated Development Planning | Draft IDP approved by Council by 31 March annually                                  | Number              | 1                             | 1             | n/a                           | n/a            | n/a            | n/a             | Draft IDP<br>Council Minutes  |
| LED   | LED 3               | Integrated Development Planning | Final IDP approved by Council by 31 May annually                                    | Number              | 1                             | 1             | n/a                           | n/a            | n/a            | 1               | Final IDP<br>Council Minutes  |
| LED   | LED 4               | Employee Performance Management | # of performance assessments for Sect 56 appointments                               | Number              | 0                             | 2             | 1                             | 0              | 1              | 0               | Mid-year and Annual Assessment reports  |
| LED   | LED 4               | Employee Performance Management | # of Senior Managers (MM & Directors) with signed performance agreements by 30 June | Number              | 5                             | 7             | 7                             | 7              | 7              | 7               | Performance Agreements  |

| 7.1 Service Delivery Targets (KPIs & Projects) - Office of the Municipal Manager (MM) |                     |                                    |   |                     |                               |               |                               |                |                |                 |  |
|---|---------------------|------------------------------------|---|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|--|
| KPA   | Strategic Objective | Programme                          | KPI / Project Name  | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation   |
|   |                     |                                    |   |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |
| SD  | SD 3                | Disaster Management                | Annual Disaster Management report submitted to Mopani District by 30 Sept | Number              | 1                             | 1             | 1                             | n/a            | n/a            | n/a             | Annual Report<br>Acknowledgement of receipt from MDM               |
| SD  | SD 3                | Disaster Management                | Annual Disaster Management report submitted to Council by 31 Aug          | Number              | 1                             | 1             | 1                             | n/a            | n/a            | n/a             | Disaster Management Report<br>Council Resolution                   |
| SD  | SD 3                | Disaster Management                | % Disaster incidences responded to (relieved) within 72-hours             | Percentage          | 100%                          | 100%          | 100%                          | 100%           | 100%           | 100%            | Disaster Relief forms  |
| SD  | SD 3                | Disaster Management                | # of disaster awareness campaigns conducted at schools                    | Number              | tbd                           | 9             | 3                             | 2              | 2              | 2               | Programme for Awareness Campaigns<br>Attendance Register<br>Agenda |
| SD  | SD 3                | Youth, Gender & Disability support | # of Jobs created by Municipal Capital projects for youth                 | Number              | tbd                           | 473           | 39                            | 39             | 39             | 39              | Consolidated Job creation reports                                  |
| SD  | SD 3                | Youth, Gender & Disability support | # of Jobs created by Municipal Capital projects for women                 | Number              | tbd                           | 473           | 39                            | 39             | 39             | 39              | Consolidated Job creation reports                                  |
| SD  | SD 3                | Youth, Gender & Disability support | # of Jobs created by Municipal Capital projects for disabled persons      | Number              | tbd                           | 17            | 1                             | 1              | 1              | 1               | Consolidated Job creation reports                                  |

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

| KPA  | Strategic Objective | Programme                     | KPI / Project Name  | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation   |
|------|---------------------|-------------------------------|---|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|--|
|      |                     |                               |   |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |
| GG   | GG 2                | Asset Management              | Annual Asset verification report concluded by 30 June   | Number              | Actual awaited                | 1             | n/a                           | n/a            | n/a            | 1               | Sign Off report on Asset Verification report Council Resolution  |
| GG   | GG 3                | Management and Administration | # of Departmental meetings held (CFO)   | Number              | New KPI                       | 4             | 1                             | 1              | 1              | 1               | Minutes & Attendance Registers   |
| GG   | GG 3                | Regulatory Framework          | # of finance related policies revised annually  | Number              | 17                            | 17            | n/a                           | n/a            | n/a            | 17              | Budget Policies Council Resolution   |
| MFVM | GG 3                | Budget management             | Draft Budget submitted to Council by 31 March annually  | Number              | 29-Mar                        | 1             | n/a                           | n/a            | 1              | n/a             | Draft Budget Council resolution  |
| MFVM | GG 3                | Budget management             | Annual Budget tabled by 31 May annually   | Number              | 29 May '17                    | 1             | n/a                           | n/a            | n/a            | 1               | Budget Council resolution  |
| MFVM | GG 3                | Budget management             | Annual Adjustment budget approved by Council by 28 Feb  | Number              | 28-Feb                        | 1             | n/a                           | n/a            | 1              | n/a             | Adjustment Budget Council resolution   |
| MFVM | GG 3                | Budget management             | Cost coverage   | Ratio               | Actual awaited                | 1.60%         | n/a                           | 1.60%          | n/a            | 1.60%           | Financial reports<br>Financial viability calculations  |
| MFVM | GG 3                | Budget management             | Debt coverage   | Ratio               | Actual awaited                | 18.30%        | n/a                           | 18.30%         | n/a            | 18.30%          | Financial reports<br>Financial viability calculations  |
| MFVM | GG 3                | Expenditure Management        | % creditors paid within 30 days   | Percentage          | Actual awaited                | 100%          | 100%                          | 100%           | 100%           | 100%            | Monthly reports  |
| MFVM | GG 3                | Financial Reporting           | # of Section 71 (MFMA) reports submitted to NT & PT by no later than 10 working days after the end of the month | Number              | Actual awaited                | 12            | 3                             | 3              | 3              | 3               | Acknowledgement of receipt by NT & PT  |
| MFVM | GG 3                | Financial Reporting           | Annual Financial statements submitted to AG, PT and NT by 31 August annually                                    | Number              | 31-Aug-16                     | 1             | 1                             | n/a            | n/a            | n/a             | Acknowledgement of receipt by AG & PT  |
| MFVM | GG 3                | Revenue Management            | # of Households billed  | Number              | 23066                         | 24 000        | 23 200                        | 23 400         | 23 600         | 23 900          | Billing reports  |
| MFVM | GG 3                | Revenue Management            | # of revenue generation policies reviewed and approved  | Number              | 6                             | 6             | n/a                           | n/a            | n/a            | 6               | Credit Control, Debt Collection, Property rates, Indigent Policy & Cash management Policy, Debt impairment Budget Resolution |
| MFVM | GG 3                | Revenue Management            | % of revenue collected monthly  | Percentage          | Actual awaited                | 92%           | 92%                           | 92%            | 92%            | 92%             | Budget report  |
| MFVM | GG 3                | Revenue Management            | Outstanding service debtors to revenue  | Ratio               | Actual awaited                | 10%           | n/a                           | 10%            | n/a            | 10%             | Financial reports<br>Financial viability calculations  |
| MFVM | GG 3                | Expenditure Management        | % of Finance Management Grant Spent   | Percentage          | Actual awaited                | 100%          | 25%                           | 50%            | 75%            | 100%            | Monthly Expenditure Report   |
| MFVM | GG 3                | Supply Chain Management       | Demand Management Plan approved by Council by 30 June Annually  | Number              | Actual awaited                | 1             | n/a                           | n/a            | n/a            | 1               | Demand Management Plan Council Minutes   |
| MFVM | GG 3                | Supply Chain Management       | # Demand Management Progress Reports submitted to management  | Number              | New KPI                       | 12            | 3                             | 3              | 3              | 3               | Monthly Demand Management Progress Report Management Minutes   |
| MFVM | GG 3                | Supply Chain Management       | # of SCM reports submitted to national treasury   | Number              | Actual awaited                | 12            | 3                             | 3              | 3              | 3               | Monthly SCM reports<br>Acknowledgement of receipt from Treasury  |
| GG   | GG 3                | Supply Chain Management       | # of contract management reports submitted to Council   | Number              | Actual awaited                | 12            | 3                             | 3              | 3              | 3               | Monthly Contract Management Report Council Minutes   |
| MFVM | GG 3                | Revenue Management            | # of indigents registered   | Number              | 36732                         | 36732         | 36732                         | 37000          | 37000          | 37000           | Indigent register  |
| GG   | GG 4                | Human Resource Management     | # of employees complying with financial minimum competency requirements   | Number              | Actual awaited                | 35            | n/a                           | n/a            | n/a            | 35              | HR Monthly Reports<br>Compliance Certificates  |

| 7.2 Service Delivery Targets (KPIs & Projects) - Office of the Chief Financial Officer (CFO) |                     |                     |  |                     |                               |               |                               |                |                |                 |                                  |
|--|---------------------|---------------------|--|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|----------------------------------|
| KPA  | Strategic Objective | Programme           | KPI / Project Name   | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation         |
|  |                     |                     |  |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |                                  |
| SD   | SD 1                | Free Basic Services | R-value of Free Basic Electricity to Households  | R-value             | Actual awaited                | R 4 200 000   | R 1 050 000                   | R 1 050 000    | R 1 050 000    | R 1 050 000     | FBE Payments                     |
| SD   | SD 1                | Free Basic Services | % of households earning less than R 1100 served with free basic electricity (total registered as indigents)    | Percentage          | Actual awaited                | 100% (37000)  | 100%                          | 100%           | 100%           | 100%            | Indigent register Billing Report |
| SD   | SD 1                | Free Basic Services | % households earning less than R 1100 with access to free basic waste removal (total registered as indigents)  | Percentage          | Actual awaited                | 7%            | 7%                            | 7%             | 7%             | 7%              | Indigent register Billing Report |
| SD   | SD 1                | Free Basic Services | Total number of registered indigent households who received free basic water and sanitation (GTM service area) | Number              | Actual awaited                | 1420          | 1420                          | 1420           | 1420           | 1420            | Indigent register Billing Report |

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

| KPA | Strategic Objective | Programme                      | KPI / Project Name   | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation   |
|-----|---------------------|--------------------------------|--|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|--|
|     |                     |                                |  |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |
| GG  | GG 1                | Communication                  | # of media briefings arranged  | Number              | 4                             | 4             | 1                             | 1              | 1              | 1               | Notice of media briefing Attendance Register   |
| GG  | GG 1                | Communication                  | # of newsletters produced  | Number              | 1                             | 4             | 1                             | 1              | 1              | 1               | Publications   |
| GG  | GG 1                | Communication                  | # of statutory provisions (website) complied with as contained in Section 75 (a-l) of MFMA within 5 days of approval       | Number              | actual awaited                | 12            | 12                            | 12             | 12             | 12              | Printscreen of placements Website update register                                    |
| GG  | GG 3                | Management and Administration  | # of Departmental meetings held (CORP)   | Number              | New KPI                       | 4             | 1                             | 1              | 1              | 1               | Minutes & Attendance Registers   |
| GG  | GG 3                | Legal support                  | % SLAs signed within 10 days after information is provided   | Percentage          | actual awaited                | 100%          | 100%                          | 100%           | 100%           | 100%            | SLA Register containing date of receipt of request & submission to MM for signature) |
| GG  | GG 3                | Information Technology         | # Of ICT Steering Committee Meetings   | Number              | New KPI                       | 4             | 1                             | 1              | 1              | 1               | Minutes and Attendance Register  |
| GG  | GG 3                | Information Technology         | Internet services procured by 30 Dec   | Number              | New KPI                       | 1             | n/a                           | 1              | n/a            | n/a             | SLA with Vodacom   |
| GG  | GG 3                | Information Technology         | % of Network Availability at Satellite Offices   | Percentage          | New KPI                       | 80%           | 80%                           | 80%            | 80%            | 80%             | Solarwinds Reports   |
| GG  | GG 3                | Information Technology         | Leasing of Desktops and Laptops & Councillor tablets   | Number              | New project                   | 100%          | 20%                           | 100%           | 100%           | 100%            | Specifications Appointment Letter SLA Delivery acceptance note                       |
| GG  | GG 3                | Human Resource Management      | % of personnel budget spent  | Percentage          | actual awaited                | 100%          | 25%                           | 25%            | 25%            | 25%             | Personnel Budget Staff Establishment reports   |
| GG  | GG 3                | Occupational Health and Safety | # of OHS committee meetings  | Number              | 3                             | 4             | 1                             | 1              | 1              | 1               | Notice of meeting Attendance Register Minutes  |
| GG  | GG 3                | Office Administration          | # of awareness workshops to encourage proper filing of documentation   | Number              | New KPI                       | 2             | n/a                           | 1              | n/a            | 1               | Invitations Training programme Attendance Register                                   |
| GG  | GG 3                | Office Administration          | # of file audits conducted   | Number              | New KPI                       | 4             | 1                             | 1              | 1              | 1               | Register of Files Audited  |
| GG  | GG 4                | Human Resource Management      | # of people from employment equity target groups employed in the 3 highest levels of management in compliance with EE plan | Number              | actual awaited                | 27            | 27                            | 27             | 27             | 27              | EE report  |
| GG  | GG 4                | Human Resource Management      | # of MM & Director posts vacant for more than three months   | Number              | 2                             | 0             | 0                             | 0              | 0              | 0               | Staff establishment  |
| GG  | GG 4                | Human Resource Management      | Development of an Institutional Plan finalised by 30 May   | Number              | 1                             | 1             | n/a                           | n/a            | n/a            | 1               | Institutional Plan Council Minutes   |
| GG  | GG 4                | Human Resource Management      | # of critical posts filled (MM, CFO, Engineer, Town Planner, CORP, Communications)   | Number              | 2                             | 6             | 6                             | 6              | 6              | 6               | Signed Performance Agreements  |
| GG  | GG 4                | Human Resource Management      | % Staff turnover   | Percentage          | 1.80%                         | 1.8%          | n/a                           | n/a            | n/a            | 1.80%           | Staff establishment  |
| GG  | GG 4                | Human Resource Management      | % Employees that are female  | Percentage          | actual awaited                | 37%           | n/a                           | 37%            | n/a            | 37%             | Employment Equity report   |
| GG  | GG 4                | Human Resource Management      | % Employees that are youth   | Percentage          | actual awaited                | 21%           | n/a                           | 21%            | n/a            | 21%             | Employment Equity report   |



| 7.3 Service Delivery Targets (KPIs & Projects) - Corporate Services Department (CORP) |                     |                                |  |                     |                               |               |                               |                |                |                 |   |
|---|---------------------|--------------------------------|--|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|
| KPA   | Strategic Objective | Programme                      | KPI / Project Name   | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation                          |
|   |                     |                                |  |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |
| GG  | GG 4                | Human Resource Management      | % Employees that are disabled  | Percentage          | actual awaited                | 2%            | n/a                           | 2%             | n/a            | 2%              | Employment Equity report                          |
| SD  | SD 4                | Capacity building and Training | # of employees successfully trained                                    | Number              | actual awaited                | 90            | 20                            | 20             | 25             | 25              | WSP Approval by MM Attendance Register            |
| SD  | SD 4                | Capacity building and Training | # of senior managers complying with the minimum competency levels      | Number              | 3                             | 3             | 0                             | 3              | 3              | 5               | Qualifications of MM & Directors                  |
| SD  | SD 4                | Capacity building and Training | Work place skills plan submitted to LGSETA by 30 Apr                   | Number              | 1                             | 1             | n/a                           | n/a            | n/a            | 1               | WSP Acknowledgement of receipt                    |
| SD  | SD 4                | Capacity building and Training | % of municipal budget spent on implementing the Work Place Skills Plan | Percentage          | actual awaited                | 1%            | n/a                           | n/a            | n/a            | 1%              | Municipal Budget Training Budget Spent            |
| SD  | SD 4                | Labour Relations               | # of Local Labour Forum meetings                                       | Number              | actual awaited                | 12            | 3                             | 3              | 3              | 3               | LLF Invitations, Minutes and attendance registers |

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

| KPA | Strategic Objective | Programme                       | KPI / Project Name   | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation   |
|-----|---------------------|---------------------------------|--|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|--|
|     |                     |                                 |  |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |
| GG  | GG 3                | Management and Administration   | # of Departmental meetings held (CSD)  | Number              | New KPI                       | 4             | 1                             | 1              | 1              | 1               | Minutes & Attendance Registers   |
| GG  | GG 3                | Safety and Security             | # of theft cases from council buildings  | Number              | actual awaited                | 0             | 0                             | 0              | 0              | 0               | Theft & damages register<br>Police Case number   |
| SD  | SD 1                | Licensing and Testing services  | % compliance with ENATIS legislative compliance (ad-hoc audits)  | Percentage          | actual awaited                | 100%          | 100%                          | 100%           | 100%           | 100%            | Ad hoc Audit inspection reports by Department of Transport   |
| SD  | SD 3                | Environmental Health Management | # of contravention notices issued to improve level compliance to Environmental Management legislation (5 formal towns) | Number              | actual awaited                | 112           | 28                            | 28             | 28             | 28              | Contravention Notices  |
| SD  | SD 3                | Environmental Health Management | % compliance to the environmental legislation checklist  | Percentage          | actual awaited                | 90%           | n/a                           | n/a            | n/a            | 90%             | Environmental Checklist  |
| SD  | SD 3                | Environmental Health Management | % of water samples that comply with SANS 0241  | Percentage          | actual awaited                | 90%           | 90%                           | 90%            | 90%            | 90%             | Water quality lab reports  |
| SD  | SD 3                | Waste Management                | # of households with collection of waste once per week   | Number              | 8537                          | 8537          | 8537                          | 8537           | 8537           | 8537            | Category Tariff Summary reports for urban suburbs  |
| SD  | SD 3                | Waste Management                | R-value spent on waste management  | R-value             | actual awaited                | R 85 088 885  | R 21 272 221                  | R 21 272 221   | R 21 272 221   | R 21 272 221    | Budget Expenditure-reports   |
| SD  | SD 3                | Waste Management                | # of Rural Waste Service Areas serviced (Level 2 service)  | Number              | 30                            | 40            | 40                            | 40             | 40             | 40              | *EPWP T.o.W. Payment-advices & a egg. of (1) approved timesheet per T.o.W.signed off by Ward Committee and Traditional Authority |
| SD  | SD 3                | Waste Management                | # Rural Skip-bins with (G) Waste being removed to Tzaneen Landfill-site as an On-Call-Service                          | Number              | New KPI                       | 1920          | 480                           | 480            | 480            | 480             | Rural Bulk-waste removal "Tellisheet-summary"  |
| SD  | SD 3                | Waste Management                | # of Urban Waste Service Areas serviced on Level 1-service   | Number              | 5                             | 5             | 5                             | 5              | 5              | 5               | *Monthly Statistical Report<br>*Waste-removal scheduling-maps  |
| SD  | SD 3                | Waste Management                | % Households with access to basic level of solid waste management services   | Percentage          | actual awaited                | 52%           | 52%                           | 52%            | 52%            | 52%             | Informal "demarcation" removal schedule-maps for rural W.S.A.'s<br>*Category Tariff Summary reports for urban suburbs            |
| SD  | SD 3                | Traffic Services                | Traffic fine collection rate [(Rand value received for fines/ R value of fines issued as %]                            | Percentage          | actual awaited                | 70%           | 70%                           | 70%            | 70%            | 70%             | Revenue reports<br>Traffic Fine system report  |
| SD  | SD 3                | Traffic Services                | R-value of traffic fines issued  | R-value             | actual awaited                | 5 400 000     | 1 350 000                     | 1 350 000      | 1 350 000      | 1 350 000       | Monthly Traffic Fine system report   |
| SD  | SD 3                | Library Services                | # of library users   | Number              | actual awaited                | 96000         | 24000                         | 24000          | 24000          | 24000           | Tattletape statistics<br>Monthly Reports   |

| 7.4 Service Delivery Targets (KPIs & Projects) - Community Services Department (CSD) |                     |  |   |                     |                               |               |                               |                |                |                 |   |
|--|---------------------|--|---|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|
| KPA  | Strategic Objective | Programme  | KPI / Project Name                              | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation  |
|  |                     |  |   |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |
| SD   | SD 3                | Maintenance and upgrade of parks and open spaces | # of cemeteries developed or extended           | Number              | 1                             | 1             | n/a                           | n/a            | n/a            | 1               | Agatha Cemetery Extension Plans<br>EIAc<br>Project Progress Reports |
| SD   | SD 3                | Maintenance and upgrade of parks and open spaces | m <sup>2</sup> of parks and open spaces cleared | Number              | actual awaited                | 395000        | 395000                        | 395000         | 395000         | 395000          | Grass cutting and garden maintenance sheets<br>Monthly report       |
| SD   | SD 3                | Maintenance and upgrade of parks and open spaces | # of developed parks maintained                 | Number              | 18                            | 18            | 18                            | 18             | 18             | 18              | Parks maintenance sheets<br>Monthly report                          |

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

| KPA | Strategic Objective | Programme                              | KPI / Project Name   | Unit of measurement   | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation  | Reason for adjustment |
|-----|---------------------|--|--|---|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|-----------------------|
|     |                     |  |  |   |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |                       |
| SD  | SD 1                | Electricity Infrastructure             | % of households with access to electricity   | Percentage  | Actual Awaited                | 98%           | n/a                           | n/a            | n/a            | 98%             | Electrification reports   | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | New Entrance Street R36 streetlights   | Q1 : Specifications completed (10%),<br>Q2 : Procurement process completed (20%),<br>Q3 : Construction in progress (50%),<br>Q4 :Traffic lights at R36 completed (100%)   | New project                   | 100%          | 10%                           | 20%            | 50%            | 100%            | Appointment Letter<br>Progress reports<br>Completion certificate  | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | Area Lighting at Tarentaal rand crossing   | Q1 : Specifications completed (10%)<br>Q2 : Procurement process completed (20%)<br>Q3 : Construction in progress (50%)<br>Q4 : Area Lighting at Tarentaalrand crossing completed (100%)   | New project                   | 100%          | 10%                           | 20%            | 50%            | 100%            | Appointment Letter<br>Progress reports<br>Completion certificate  | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | Electrification of 541 units at Xihoko/ Radoo/ Thapana/ Mavele Phase2              | Q1: Appointment of service provider finalised (5%)<br>Q2: Designs approved by ESKOM (10%)<br>Q3: Construction 50% (60%) Q4:Electrification of 541 households in Xihoko/ Radoo/ Thapana/ Mavele Phase1 completed (100%)                  | New project                   | 100%          | 10%                           | 20%            | 50%            | 100%            | Appointment Letter<br>Approval letter on Designs from ESKOM<br>Project progress reports<br>Handover certificate<br>PCS File (ESKOM) | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | Electrification of 330 units at Leolo/ Legobareng/Serare/ Mogabe/ Tshidinko Phase2 | Q1: Designs approved by ESKOM (10%) Q2:Appointment of contractor finalised (25%)<br>Q3: Construction in progress (50%)<br>Q4: Electrification of 330 households in Leolo/ Legobareng/ Serare/ Mogabe/ Tshidinko Phase1 completed (100%) | New project                   | 100%          | 10%                           | 25%            | 50%            | 100%            | Appointment Letter<br>Approval letter on Designs from ESKOM<br>Project progress reports<br>Handover certificate<br>PCS File (ESKOM) | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | Electrification of 425 units at Julesburg area                                     | Q1: Appointment of service provider finalised (10%)<br>Q2: Designs approved by ESKOM (25%)<br>Q3: Construction (50%)<br>Q4: Electrification of 425 units at Julesburg area completed (100%)   | New project                   | 100%          | 10%                           | 25%            | 50%            | 100%            | Appointment Letter<br>Approval letter on Designs from ESKOM<br>Project progress reports<br>Handover certificate<br>PCS File (ESKOM) | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | Electrification of 25 units at Cannors Settlement                                  | Q1: Appointment of service provider finalised (10%)<br>Q2: Designs approved by ESKOM (25%)<br>Q3: Construction (50%)<br>Q4: Electrification of 25 units at Cannors Settlement completed (100%)  | New project                   | 100%          | 10%                           | 25%            | 50%            | 100%            | Appointment Letter<br>Approval letter on Designs from ESKOM<br>Project progress reports<br>Handover certificate<br>PCS File (ESKOM) | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | Electrification of 100 units at the Schultz Settlement                             | Q1: Appointment of service provider finalised (10%)<br>Q2: Designs approved by ESKOM (25%)<br>Q3: Construction (50%)<br>Q4: Electrification 100 units at the Schultz Settlement completed (100%)  | New project                   | 100%          | 10%                           | 25%            | 50%            | 100%            | Appointment Letter<br>Approval letter on Designs from ESKOM<br>Project progress reports<br>Handover certificate<br>PCS File (ESKOM) | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | Electrification of 90 units at Nyanyukani, Masoma and Hweetsi                      | Q1: Appointment of service provider finalised (10%)<br>Q2: Designs approved by ESKOM (25%)<br>Q3: Construction (50%)<br>Q4: Electrification 90 units at Nyanyukani, Masoma and Hweetsi completed (100%)                                 | New project                   | 100%          | 10%                           | 25%            | 50%            | 100%            | Appointment Letter<br>Approval letter on Designs from ESKOM<br>Project progress reports<br>Handover certificate<br>PCS File (ESKOM) | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | Electrification of 20 units at Pulaneng  | Q1: Appointment of service provider finalised (10%)<br>Q2: Designs approved by ESKOM (25%)<br>Q3: Construction (50%)<br>Q4: Electrification 20 units at Pulaneng completed (100%)   | New project                   | 100%          | 10%                           | 25%            | 50%            | 100%            | Appointment Letter<br>Approval letter on Designs from ESKOM<br>Project progress reports<br>Handover certificate<br>PCS File (ESKOM) | N/a                   |
| SD  | SD 1                | Electricity Infrastructure Development | Electrification of 218 units at Wisani, Shikwambana, Vento Park                    | Q1: Appointment of service provider finalised (10%)<br>Q2: Designs approved by ESKOM (25%)<br>Q3: Construction (50%)<br>Q4: Electrification 218 units at Wisani, Shikwambana, Vento Park completed (100%)                               | New project                   | 100%          | 10%                           | 25%            | 50%            | 100%            | Appointment Letter<br>Approval letter on Designs from ESKOM<br>Project progress reports<br>Handover certificate<br>PCS File (ESKOM) | N/a                   |
| SD  | SD 1                | Electricity Infrastructure             | # of households with access to electricity   | Number  | Actual Awaited                | 107 878       | n/a                           | n/a            | n/a            | 107 878         | Electrification reports   | N/a                   |
| SD  | SD 2                | Cost Recovery                          | % Electricity loss (Kwh)   | Percentage  | Actual Awaited                | 18%           | n/a                           | n/a            | n/a            | 18%             | Eskom account Revenue reports   | N/a                   |

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

| KPA | Strategic Objective | Programme                                   | KPI / Project Name   | Unit of measurement   | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation                                  | Reason for adjustment |
|-----|---------------------|---|--|---|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|-----------------------|
|     |                     |   |  |   |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |                       |
| SD  | SD 2                | Cost Recovery                               | % of electricity loss reduced  | Percentage  | New KPI                       | 10%           | n/a                           | n/a            | n/a            | 10%             | Eskom account Revenue reports                             | N/a                   |
| SD  | SD 2                | Cost Recovery                               | # of data cleansing performed (meter services)                                 | Number  | New KPI                       | 5             | 2                             | 1              | 1              | 1               | Eskom account Revenue reports                             | N/a                   |
| SD  | SD 2                | Cost Recovery                               | Kilow Watt Hour Electricity loss (Kwh)   | Kilow Watt Hour   | tbd                           | 42540860      | n/a                           | n/a            | n/a            | 42540860        | Eskom account Revenue reports                             | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Km of overhead lines rebuilt   | Kilometres  | tbd                           | 51            | n/a                           | n/a            | n/a            | 51              | Project Progress reports<br>Completion certificates       | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Km of Electrical underground High Tension (11kv) cable replaced                | Kilometres  | tbd                           | 1             | n/a                           | n/a            | n/a            | 1               | Project Progress reports<br>Completion certificates       | N/a                   |
| SD  | SD 2                | Asset Management                            | R-value spent on maintenance of electricity infrastructure as % of asset value | Percentage  | tbd                           | 2.7%          | n/a                           | n/a            | n/a            | 2.7%            | Asset Register<br>Expenditure Reports                     | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | R-value electricity maintenance  | R-value   | Actual Awaited                | R 51 083 568  | 12770892                      | 12770892       | 12770892       | 12770892        | Budget expenditure, (Vote 162/066, 173/066 & 608 183/066) | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Provision of Capital Tools (Customer and Retail Services)                      | Q1: Procurement of capital tools as and when required, report acquisitions to Council (25%)<br>Q2: Procurement of capital tools as and when required, report acquisitions to Council (50%)<br>Q3: Procurement of capital tools as and when required, report acquisitions to Council (75%)<br>Q4: Procurement of capital tools as and when required, report acquisitions to Council (100%) | Actual Awaited                | 100%          | 25%                           | 50%            | 75%            | 100%            | Proof of purchase<br>Asset register update                | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Provision of Capital Tools (Operations and Maintenance)                        | Q1: Procurement of capital tools as and when required, report acquisitions to Council (25%)<br>Q2: Procurement of capital tools as and when required, report acquisitions to Council (50%)<br>Q3: Procurement of capital tools as and when required, report acquisitions to Council (75%)<br>Q4: Procurement of capital tools as and when required, report acquisitions to Council (100%) | Actual Awaited                | 100%          | 25%                           | 50%            | 75%            | 100%            | Proof of purchase<br>Asset register update                | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding Letsitele Vally Substation - Bosbou and all T- off's (3 Km)         | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding Letsitele Vally Substation - Bosbou and all T- off's (3 Km) completed. (100%)  | Ongoing Project               | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate                 | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding of Valencia 11Kv lines (6km)  | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding of Valencia 11Kv lines (6km) completed (100%)  | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate                 | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding of Lushof South 11kv line (3km)                                     | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding of Lushof South 11kv line (3 km) completed (100%)  | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate                 | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding of Rooikoppies 11kv lines (6km)                                     | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding of Rooikoppies 11kv lines (6km) completed (100%)   | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate                 | N/a                   |

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

| KPA | Strategic Objective | Programme                                   | KPI / Project Name                                       | Unit of measurement   | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation                   | Reason for adjustment |
|-----|---------------------|---|--|---|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|--|-----------------------|
|     |                     |   |  |   |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |                       |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding of Mabiet 11kv line (6km)                     | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding of Mabiet 11kv line (6km) completed (100%)                     | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding of Haenertsburg 11kv lines(6km)               | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding of Haenertsburg 11kv lines (6km) completed (100%)              | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding of Campsies Glen 11kv lines (6km)             | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding of Campsies Glen 11kv lines (6km) completed (100%)             | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding of Politsi Valley 11kv lines (6km)            | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding of Politsi Valley 11kv lines (6km) completed (100%)            | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding of CP Minnaar 11kv lines (2km)                | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding of CP Minnaar 11kv lines (2km) completed (100%)                | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Rebuilding of Mieliekloof/Deerpark 11kv lines (3km)      | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Rebuilding of Mieliekloof/Deerpark 11kv lines completed (3km)(100%)       | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Upgrading of Waterbok 33/11kv substation                 | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Upgrading of Waterbok 33/11kv substation completed 100%                   | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Upgrading of Blacknoll 33/11kv substation                | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Upgrading of Blacknoll 33/11kv substation completed 100%                  | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Houtbosdorp 11kv Ring (10km)                             | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Houtbosdorp 11kv Ring (10km) completed (100%)                             | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Replace 2x20MVA 66/11kv Transformers                     | Q1 : Tender process and appointment of service provider (10%)<br>Q2: Preparation of Specifications (15%)<br>Q3: Order submitted for transformers (20%) Q4: Project completed 50%. Run over 2 financial years.                   | New project                   | 50%           | 10%                           | 15%            | 20%            | 50%             | Progress report<br>Specifications<br>Order | N/a                   |
| SD  | SD 2                | Electricity network upgrade and maintenance | Substation fencing (Tarentaal rand Main, Letsitele Main) | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Substation fencing (Tarentaal rand Main, Letsitele Main) completed (100%) | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate  | N/a                   |

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

| KPA | Strategic Objective | Programme                                   | KPI / Project Name  | Unit of measurement   | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation  | Reason for adjustment                          |
|-----|---------------------|---|---|---|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|--|
|     |                     |   |   |   |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |  |
| SD  | SD 2                | Electricity network upgrade and maintenance | Refurbishment of the Ebenezer 33kv Feeder   | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Refurbishment of the Ebenezer 33kv Feeder completed (100%)  | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion Certificate                                 | N/a  |
| SD  | SD 2                | Electricity network upgrade and maintenance | Replacing of old SS1 electrical substation circuit breakers with compact switchgear | Q1: Initiate the appointment of a consultant (10%)<br>Q2: Appointment of consultant and contractor finalised. (25%)<br>Q3: Construction of Switching station SS1 commencing, physical progress at 50%. (50%)<br>Q4: Construction of Switching station SS1 completed (100%)  | New project                   | 100%          | 10%                           | 25%            | 50%            | 100%            | Appointement letters<br>Progress reports<br>Completion certificate        | N/a  |
| SD  | SD 2                | Electricity network upgrade and maintenance | Substation tripping batteries   | Q1: Procurement process and appointment of service provider (20%)<br>Q2: Project implementation (50%)<br>Q3: Project implementation (70%)<br>Q4: Project completed (100%)   | New project                   | 100%          | 20%                           | 50%            | 70%            | 100%            | Progress report<br>Completion certificate                                 | N/a  |
| SD  | SD 2                | Electricity network upgrade and maintenance | Replacement of auto-reclosers (11kv and 33kv)                                       | Q1: Identify strategic location of auto-reclosers (10%)<br>Q2: Order for Delivery of auto-reclosers (20%)<br>Q3: Auto Reclosers delivered (30%)<br>Q4: Installation of Auto Reclosers completed (100%)  | New project                   | 100%          | 10%                           | 20%            | 30%            | 100%            | Sketches<br>Payment certificate<br>Delivery Certificate<br>Asset Register | N/a  |
| SD  | SD 2                | Electricity network upgrade and maintenance | Replacing 11kv cables for increased capacity  | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Replacing 11kv cables for increased capacity completed (100%)   | New project                   | 100%          | 5%                            | 20%            | 60%            | 100%            | Progress report<br>Completion certificate                                 | N/a  |
| SD  | SD 2                | Electricity network upgrade and maintenance | Miniature Substation for Urban distribution network                                 | Q1 : Tender process and appointment of service provider (10%)<br>Q2: Order submitted for Minisubs (20%)<br>Q3: Project implementation (30%)<br>Q4: Miniature Substation for Urban distribution network completed (100%).  | New project                   | 100%          | 10%                           | 20%            | 30%            | 100%            | Progress report<br>Completion certificate                                 | N/a  |
| SD  | SD 2                | Asset Management                            | Replacement of Existing Air conditioners in Municipal Buildings                     | Q1: Procurement process and appointment of service provider (10%)<br>Q2: Determination of scope of works (20%)<br>Q3: Construction phase (60%)<br>Q4: Replacement of Existing Air conditioners in Municipal Buildings completed (100%)  | New project                   | 100%          | 10%                           | 20%            | 60%            | 100%            | Progress report<br>Completion certificate                                 | N/a  |
| SD  | SD 2                | Electricity network upgrade and maintenance | Renewal, Repairs and Maintenance on pre-paid meters (Tzaneen, Letsitele & Politsi)  | Q1 : Specifications submitted to SCMU : Replace old meters at Politsi (10%)<br>Q2: Tender process (25%)<br>Q3: Service provider appointed (40%)<br>Q4: Project at Politsi complete (100%)   | Ongoing Project               | 100%          | 10%                           | 25%            | 40%            | 100%            | Completion Certificate;<br>Specifications; Appointment letter             | N/a  |
| SD  | SD 2                | Electricity network upgrade and maintenance | New electricity Connections (Consumer contributions spent)                          | Q1: Funds received for services contributions spent on re-capitalisation of the network (10%)<br>Q2: Funds received for services contributions spent on re-capitalisation of the network (20%)<br>Q3: Funds received for services contributions spent on re-capitalisation of the network (30%)<br>Q4: Funds received for services contributions spent on re-capitalisation of the network (100%) | Actual Awaited                | 100%          | 10%                           | 20%            | 30%            | 100%            | New connections register<br>Job card sign off                             | N/a  |
| SD  | SD 2                | Electricity network upgrade and maintenance | Replace 10x11 kv and 6 x 33 kv Auto Reclosers                                       | Q1: Appointment of Consultant and designs<br>Q2: Appointment of Contractor<br>Q3: Project completion 50%<br>Q4: Project 100% complete   | Roll-over from 2016/17        | 100%          | n/a                           | n/a            | 50%            | 100%            | Progress report<br>Completion certificate                                 | Roll-over from 2016/17 funded from Own sources |

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

| KPA | Strategic Objective | Programme                                   | KPI / Project Name  | Unit of measurement  | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation                      | Reason for adjustment  |
|-----|---------------------|---|---|--|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|--|
|     |                     |   |   |  |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |  |
| SD  | SD 2                | Electricity network upgrade and maintenance | Meterboxes (R50 000)  | Q1: Not applicable this quarter<br>Q2: Not applicable this quarter<br>Q3: Identification of critical areas and sourcing of quotations (10%)<br>Q4: Installation of 5 Multi meter application boxes with cables (Stubby) (100%) | Ongoing Project               | 100%          | n/a                           | n/a            | 10%            | 100%            | Project was on Budget but not in IDP or SDBIP | Project on budget but not in IDP and SDBIP, included with adjustment |
| SD  | SD 2                | Electricity network upgrade and maintenance | Replacing LV Cables (R450,000)  | Q1: Not applicable this quarter<br>Q2: Not applicable this quarter<br>Q3: Identification of critical areas and sourcing of quotations (10%)<br>Q4: Installation of 600m LV cables completed (100%)                             | Ongoing Project               | 100%          | n/a                           | n/a            | 10%            | 100%            | Project was on Budget but not in IDP or SDBIP | Project on budget but not in IDP and SDBIP, included with adjustment |
| GG  | GG 3                | Office Administration                       | Purchase of office furniture and equipment for Electrical Engineering Dpt     | Q1: Not applicable this quarter<br>Q2: Procurement process for the acquisition of furniture (10%)<br>Q3: Furniture procured for EED offices and delivered (100%)<br>Q4: Not applicable this quarter                            | Actual Awaited                | 100%          | 0%                            | 10%            | 100%           | 100%            | Quotations<br>Proof of receipt of furniture   | N/a  |
| GG  | GG 3                | Management and Administration               | # of Departmental meetings held (EED)   | Number   | 0                             | 4             | 1                             | 1              | 1              | 1               | Minutes & Attendance Registers                | N/a  |
| GG  | GG 4                | Human Resource Management                   | # of employees with technical skills/capacity (engineers & technicians - EED) | Number   | 19                            | 20            | 19                            | 19             | 19             | 19              | HR Monthly Reports<br>Compliance Certificates | N/a  |



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

| KPA | Strategic Objective | Programme  | KPI / Project Name  | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation  | Reason for adjustment                                   |
|-----|---------------------|--|---|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|---|
|     |                     |  |   |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |   |
| GG  | GG 2                | Budget management                                | % MIG funding spent   | Percentage          | tbd                           | 100%          | 30%                           | 40%            | 75%            | 100%            | Budget printout   | n/a   |
| GG  | GG 3                | Management and Administration                    | # of Departmental meetings held (ESD)   | Number              | 0                             | 4             | 1                             | 1              | 1              | 1               | Minutes & Attendance Registers  | n/a   |
| GG  | GG 4                | Human Resource Management                        | # of employees with technical skills/capacity (engineers & technicians - ESD)                     | Number              | tbd                           | 8             | 8                             | 8              | 8              | 8               | HR Monthly Reports<br>Compliance Certificates   | n/a   |
| LED | LED 1               | Expanded Public Works                            | # of jobs created through municipal EPWP initiatives (FTE)  | Number              | tbd                           | 1084          | 90                            | 90             | 90             | 90              | Project reports, EPWP reports   | n/a   |
| SD  | SD 1                | Building Control                                 | # of contravention notices issued to decrease non-compliance to building regulations              | Number              | tbd                           | 50            | n/a                           | n/a            | n/a            | 50              | Register of contraventions  | n/a   |
| SD  | SD 1                | Roads and Storm water Infrastructure Development | Km of roads tarred  | Kilometers          | tbd                           | 8             | n/a                           | n/a            | n/a            | 8               | Road Progress Reports   | n/a   |
| SD  | SD 1                | Water and Sanitation Services                    | % water losses  | Percentage          | New KPI                       | 5%            | 5%                            | 5%             | 5%             | 5%              | Monthly Water Loss Reports for Letsitele & Tzaneen Plants                             | n/a   |
| SD  | SD 1                | Water and Sanitation Services                    | # of households with access to water (GTM service area)   | Number              | New KPI                       | 0             | 14480                         | 14480          | 14480          | 14480           | Billing report<br>Job cards for new connections                                       | n/a   |
| SD  | SD 1                | Water and Sanitation Services                    | # of households with access to sanitation (GTM service area)                                      | Number              | New KPI                       | 14583         | 14484                         | 14484          | 14484          | 14484           | Billing report<br>Job cards for new connections                                       | n/a   |
| SD  | SD 1                | Sport and Recreation                             | Rita to Mariveni Upgrading of Road from Gravel to Tar   |                     | New project                   | 100%          | 60%                           | 65%            | 85%            | 100%            | *Evaluation Report *Appointment letter of the contractor<br>*Project Progress Reports | n/a   |
| SD  | SD 1                | Roads and Storm water Infrastructure Development | Moruji to Matswi/ Khesckolwe Gravel to tar Road (Phase 4 of 5)                                    |                     | Tender re-advertised          | 100%          | 25%                           | 50%            | 75%            | 100%            | Project Progress Reports  | MIG bonus allocation utilised to fast track the project |
| SD  | SD 1                | Roads and Storm water Infrastructure Development | Upgrading of Ticklyline Glassworks, Myakayaka, Burgersdorp, Gavaza to Mafarana from Gravel to Tar |                     | New project                   | 100%          | 60%                           | 65%            | 85%            | 100%            | *Evaluation Report *Appointment letter of the contractor<br>*Project Progress Reports | MIG bonus allocation utilised to fast track the project |
| SD  | SD 3                | Sport and Recreation                             | Burgersdorp Sports Facility   |                     | New project                   | 100%          | 50%                           | 65%            | 75%            | 100%            | *Appointment letter of the contractor<br>*Project Progress Reports                    | n/a   |

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

| KPA | Strategic Objective | Programme  | KPI / Project Name                                     | Unit of measurement  | Baseline (Actual for 2016/17)  | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation   | Reason for adjustment  |
|-----|---------------------|--|--|--|--|---------------|-------------------------------|----------------|----------------|-----------------|--|------------------------|
|     |                     |  |  |  |  |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |                        |
| SD  | SD 3                | Sport and Recreation                             | Upgrading of Juliesburg Sports Facility (Phase 1 of 2) | Q1 : Specifications submitted and Tender Evaluation in process (5%)<br>Q2: Appointment of contractor finalised and site handover (15%) Q3: Construction in progress at 55% (55%)<br>Q4: Physical Construction completed (100%) | New project  | 100%          | 5%                            | 15%            | 55%            | 100%            | *Evaluation Report *Appointment letter of the contractor<br>*Project Progress Reports      | n/a                    |
| SD  |                     | Sport and Recreation                             | Relela Community Hall                                  | Q1 : Specifications submitted and Tender Evaluation in process (60%)<br>Q2: Appointment of contractor finalised and site handover (65%)<br>Q3: Construction in progress at (85%)<br>Q4: Physical Construction completed (100%) | New project  | 100%          | 60%                           | 65%            | 85%            | 100%            | *Evaluation Report *Appointment letter of the contractor<br>*Project Progress Reports      | n/a                    |
| SD  | SD 3                | Sport and Recreation                             | Upgrading of Runnymede Cluster Sport Facility          | Q1:Physical Progress at 85%<br>Q2: Physical Progress at 100%<br>Q3:Complete<br>Q4:Complete   | Physical construction at 75%   | 100%          | n/a                           | n/a            | 100%           | 100%            | *Project Progress Reports<br>*Completion certificate                                       | Roll-over from 2016/17 |
| SD  | SD 3                | Roads and Storm water Infrastructure Development | Khubu to Lwandlamuni Low Level Bridge                  | Q1 : Specifications submitted and Tender Evaluation in process (60%)<br>Q2: Appointment of contractor finalised and site handover (65%)<br>Q3: Construction in progress at (85%)<br>Q4: Physical Construction completed (100%) | New project  | 100%          | 60%                           | 65%            | 85%            | 100%            | *Evaluation Report *Appointment letter of the contractor<br>*Project Progress Reports      | n/a                    |
| SD  | SD 3                | Roads and Storm water Infrastructure Development | Khwekhwe Low Level bridge                              | Q1:Physical Progress at 50%<br>Q2:Physical Progress at 100%<br>Q3:Complete<br>Q4:Complete  | Contractor's appointment was delayed and was only appointed in June.   | 100%          | n/a                           | n/a            | 100%           | 100%            | *Evaluation Report *Appointment letter of the contractor<br>*Project Progress Reports      | Roll-over from 2016/17 |
| SD  | SD 3                | Roads and Storm water Infrastructure Development | Tzaneen Airfield Rehabilitation                        | Q1:Physical Progress at 25%<br>Q2:Physical Progress at 100%<br>Q3:Complete<br>Q4:Complete  | Contractor's appointment was delayed due to supply chain processes and the contractor was only appointed in June 2017. | 100%          | n/a                           | n/a            | 100%           | 100%            | *Appointment letter of the contractor *Project Progress Reports<br>*Completion certificate | Roll-over from 2016/17 |
| SD  | SD 2                | Building Maintenance                             | Construction of Ablution Facilities at Parks           | Q1:Physical Progress at 50%<br>Q2:Physical Progress at 100%<br>Q3:Complete<br>Q4:Complete  | There was delays in appointment of consultant and contractor and the site was only handed over in July                 | 100%          | n/a                           | n/a            | 100%           | 100%            | *Appointment letter of the contractor *Project Progress Reports<br>*Completion certificate | Roll-over from 2016/17 |

| 7.7 Service Delivery Targets (KPIs & Projects) - Office of the Speaker (Ots) |                     |                                |   |                     |                               |               |                               |                |                |                 |  |  |
|--|---------------------|--------------------------------|---|---------------------|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|--|--|
| KPA  | Strategic Objective | Programme                      | KPI / Project Name  | Unit of measurement | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation   | Adjustment                             |
|  |                     |                                |   |                     |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |  |
| GG   | GG 1                | Ward Committees                | # of monthly ward committee meetings  | Number              | actual awaited                | 420           | 105                           | 105            | 105            | 105             | Register of Ward Committee Meetings & Minutes                            | Relocated to CORP                      |
| GG   | GG 1                | Ward Committees                | # Of community feedback meetings held   | Number              | actual awaited                | 140           | 35                            | 35             | 35             | 35              | Attendance Register<br>Notice of meeting<br>Minutes of meeting           | Relocated to CORP                      |
| GG   | GG 1                | Ward Committees                | # Fully functional ward committees  | Number              | 34                            | 35            | 35                            | 35             | 35             | 35              | Minutes of Ward committee meetings,<br>Consolidated Monthly Ward reports | Relocated to CORP                      |
| GG   | GG 1                | Ward Committees                | # of summarised quarterly ward reports submitted to Council                                       | Number              | 0                             | 4             | 1                             | 1              | 1              | 1               | Summarised Ward Reports (quarterly)<br>Council Minutes                   | Relocated to CORP                      |
| GG   | GG 3                | Council Support                | # of days taken to make MPAC oversight reports available to the public following Council approval | Number              | actual awaited                | 7             | 7                             | 7              | 7              | 7               | Council Minutes<br>Copy of Adverts<br>Proof of Website placement         | Relocated to CORP                      |
| GG   | GG 3                | Council Support                | # of Council meetings held  | Number              | actual awaited                | 4             | 1                             | 1              | 1              | 1               | Minutes and attendance registers   | Relocated to CORP                      |
| GG   | GG 3                | Council Support                | # of Exco meetings held   | Number              | actual awaited                | 26            | 6                             | 7              | 6              | 7               | Minutes and attendance registers   | Relocated to CORP                      |
| GG   | GG 3                | Council Support                | # of Portfolio Committee meetings held  | Number              | actual awaited                | 99            | 25                            | 24             | 25             | 25              | Committee meetings register  | Relocated to CORP                      |
| GG   | GG 3                | Management and Administration  | # of Departmental meetings held (OIS)   | Number              | 0                             | 4             | 1                             | 1              | 1              | 1               | Minutes & Attendance Registers   | Removed due to Dept not yet functional |
| SD   | SD 4                | Capacity building and Training | # of Ward Committee members workshopped on municipal affairs                                      | Number              | actual awaited                | 350           | 0                             | 180            | 100            | 0               | Training programme & attendance register                                 | Relocated to CORP                      |

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

| KPA | Strategic Objective | Programme                        | KPI / Project Name   | Unit of measurement   | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation   | Reason for adjustment   |
|-----|---------------------|----------------------------------|--|---|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|--|---|
|     |                     |                                  |  |   |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |   |
| GG  | GG 3                | Management and Administration    | # of Departmental meetings held (PED)  | Number  | New KPI                       | 4             | 1                             | 1              | 1              | 1               | Minutes & Attendance Registers   | N/a   |
| GG  | GG 4                | Human Resource Management        | # of employees with spatial planning capacity  | Number  | 5                             | 8             | 8                             | 8              | 8              | 8               | HR Monthly Reports<br>Compliance Certificates  | N/a   |
| LED | LED 1               | Community Works Programme        | # of cooperatives established and still functional in wards where the CWP is implemented | Number  | 4                             | 4             | 4                             | 4              | 4              | 4               | CWP reports<br>Minutes & Attendance register of CWP meetings   | Alignment with IDP targets, from 2 to 4 continuously  |
| LED | LED 1               | Community Works Programme        | # of job opportunities sustained through the CWP   | Number  | tbd                           | 2100          | 2100                          | 2100           | 2100           | 2100            | CWP Employment register  | KPI wording changed as the aim is to sustain jobs rather than creating new ones, CoGHSTA in control of additional funds and therefore additional jobs |
| LED | LED 1               | Marketing and Investor Targeting | # of Agricultural Expos held   | Number  | 1                             | 1             | n/a                           | 1              | n/a            | n/a             | Agricultural EXPO Advert & Programme<br>List of exhibitors   | N/a   |
| LED | LED 1               | Marketing and Investor Targeting | # of jobs created through agricultural programmes  | Number  | tbd                           | 400           | 100                           | 100            | 100            | 100             | Employment register<br>Minutes and Attendance Registers of meetings with agricultural programmes   | GTM not in control of job creation in agricultural sector, KPI to be removed from IDP & SDBIP   |
| LED | LED 1               | Marketing and Investor Targeting | # of jobs created through municipal LED initiatives including Capital Projects           | Number  | tbd                           | 600           | 150                           | 150            | 150            | 150             | *Consolidated LED monthly job creation report<br>*MIG Monthly Reports  | N/a   |
| LED | LED 1               | Marketing and Investor Targeting | # of GTM LED forum meetings arranged   | Number  | tbd                           | 4             | 1                             | 1              | 1              | 1               | Invitations<br>Minutes & Attendance Register   | N/a   |
| LED | LED 1               | SMME support                     | # of meetings held with informal traders   | Number  | tbd                           | 4             | 1                             | 1              | 1              | 1               | Invitations<br>Minutes & Attendance Register   | N/a   |
| LED | LED 1               | SMME support                     | # of Local Tourism Association Meetings  | Number  | tbd                           | 4             | 1                             | 1              | 1              | 1               | Invitations<br>Minutes & Attendance Register   | N/a   |
| LED | LED 1               | Tourism                          | # of Tourism SMMEs exposed to the market   | Number  | tbd                           | 45            | 34                            | 0              | 4              | 7               | Itinerary<br>Events report   | N/a   |
| SR  | LED 3               | Spatial Development              | Integrated Sustainable Human Settlements Plan (ISHSP) reviewed by 30 May '18             | Q1: Review of the ISHSP in consultation with stakeholders (25%)<br>Q2: Draft ISHSP available (50%)<br>Q3: SHSP submitted to Cluster (75%)<br>Q4: ISHSP approved by Council (100%)   | Not done                      | 100%          | 25%                           | 50%            | 75%            | 100%            | Council minutes<br>Revised ISHSP   | N/a   |
| LED | LED 3               | Integrated Development Planning  | Spatial Development strategy reviewed  | Q1: SDF approved by Council (25%)<br>Q2: Alignment of the capital investment program with the current IDP (50%)<br>Q3: Abstract all catalytic projects for implementation and input into the 18/19 IDP (75%)<br>Q4: Implement all local area policies, density policies, rural strategy plans and report monthly (100%) | Service Provider appointed    | 1             | 25%                           | 50%            | 75%            | 100%            | *SDF Status Quo Report<br>*Minutes of Steering Committee<br>*Minutes of Public Participation<br>*Draft and Final SDF<br>*Council Minutes<br>*Monthly TP report | N/a   |

| 7.8 Service Delivery Targets (KPIs & Projects) - Planning and Economic Development Department (PED) |                     |                     |   |  |  |               |                               |                |                |                 |  |                       |
|---|---------------------|---------------------|---|--|--|---------------|-------------------------------|----------------|----------------|-----------------|--|-----------------------|
| KPA   | Strategic Objective | Programme           | KPI / Project Name                          | Unit of measurement  | Baseline (Actual for 2016/17)          | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation   | Reason for adjustment |
|   |                     |                     |   |  |  |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |                       |
| LED   | LED 3               | Spatial Development | Formulation of land use scheme for GTM area | <p><b>Q1:</b> Prepare procurement specifications for appointment of a service provider. (10%),</p> <p><b>Q2:</b> Status quo report completed (50%)</p> <p><b>Q3:</b> Formulation of land use scheme at 50% (75%)</p> <p><b>Q4:</b> Land use scheme for GTM area completed (100%)</p> | Awaited appointment of Tribunal by MDM | 100%          | 10%                           | 50%            | 75%            | 100%            | Specifications<br>Appointment Letter<br>Status Quo Report<br>Land-use Scheme | N/a                   |

**7.9 Service Delivery Targets (KPIs & Projects) - Greater Tzaneen Economic Development Agency**

| KPA | Strategic Objective | Programme                             | KPI / Project Name  | Unit of measurement   | Baseline (Actual for 2016/17)  | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation  |
|-----|---------------------|---------------------------------------|---|---|--|---------------|-------------------------------|----------------|----------------|-----------------|---|
|     |                     |                                       |   |   |  |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |
| GG  | GG 2                | Budget management                     | % of GTEDA budget spent                                       | Percentage  | 100%   | 100%          | 25%                           | 50%            | 75%            | 100%            | Monthly financial reports   |
| GG  | GG 2                | Budget management                     | 3 Year Budget approved by 30 April                            | Number  | 1  | 1             | n/a                           | n/a            | n/a            | 1               | 3 Year Budget Board Minutes   |
| GG  | GG 2                | Budget management                     | Annual Financial Statements submitted to GTM by 15 August     | Number  | 1  | 1             | 1                             | n/a            | n/a            | n/a             | AFS Acknowledgement of Receipt from GTM   |
| GG  | GG 2                | Asset Management                      | % GRAP Compliance on the Asset register                       | Percentage  | 100%   | 100%          | n/a                           | 100%           | n/a            | n/a             | AG Audit Report   |
| GG  | GG 3                | Human Resource Management             | % of organogram positions filled by 30 June                   | Percentage  | 55%  | 100%          | 25%                           | 50%            | 75%            | 100%            | Staff Establishment   |
| GG  | GG 3                | Sound Governance                      | Unqualified Audit opinion for GTEDA                           | Number  | 1  | 1             | n/a                           | 1              | n/a            | n/a             | Audit Report  |
| GG  | GG 3                | Sound Governance                      | % of board members inducted and orientated by 30 July '18     | Percentage  | 0  | 100%          | 100%                          | n/a            | n/a            | n/a             | Invitations Attendance Register of Induction training   |
| GG  | GG 3                | Sound Governance                      | # of Board packs circulated 7 days before each meeting        | Number  | 4  | 4             | 1                             | 1              | 1              | 1               | Invitations to Board Meeting Acknowledgement of receipt of Board Pack   |
| GG  | GG 3                | Sound Governance                      | % of Board resolutions implemented by the end of each quarter | Percentage  | 100%   | 100%          | 100%                          | 100%           | 100%           | 100%            | Resolution Register   |
| GG  | GG 3                | Sound Governance                      | Annual Report submitted to the Board by end of December       | Number  | 1  | 1             | n/a                           | 1              | n/a            | n/a             | Annual Report Board Minutes   |
| GG  | GG 3                | Sound Governance                      | GTEDA Annual Report submitted to GTM by 10 January            | Number  | 1  | 1             | n/a                           | n/a            | 1              | n/a             | Annual Report Acknowledgement of receipt from GTM   |
| GG  | GG 3                | Sound Governance                      | Institutional Scorecard finalised by 30 May                   | Number  | 1  | 1             | n/a                           | n/a            | n/a            | 1               | Institutional Scorecard Board Minutes   |
| GG  | GG 3                | Information management                | MSCOA equipment and programmes                                | Q1: Not applicable this quarter, Q2: Source quotations. (10%), Q3: Procurement of MSCOA equipment finalised (100%), Q4: Not applicable this quarter | Not implemented  | 100%          | 0%                            | 10%            | 100%           | 100%            | Quotations Invoice  |
| LED | LED 1               | Enterprise Development (SMME support) | # of SMMEs capacitated through GTEDA                          | Number  | 4  | 30            | 0                             | 15             | 10             | 5               | *Training Programme<br>*SMME training and development Policy<br>*Assessment Report on the training provided to 15 SMME's<br>*Service Provider Appointment letters |
| LED | LED 1               | Enterprise Development                | # of SMME Incubation reports submitted to the Board           | Number  | Incubators put in place for Village Bank & Leather Making Project & GTFM | 4             | 1                             | 1              | 1              | 1               | 1<br>Incubation Reports on Village Bank, Leather Making Project & GTFM  |

**7.9 Service Delivery Targets (KPIs & Projects) - Greater Tzaneen Economic Development Agency**

| KPA | Strategic Objective | Programme                        | KPI / Project Name  | Unit of measurement   | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation  |
|-----|---------------------|----------------------------------|---|---|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|---|
|     |                     |                                  |   |   |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |   |
| LED | LED 1               | Enterprise Development           | Tzaneen Dam Resort Facilitation                               | <b>Q1</b> : Facilitate item to council on Tzaneen dam resort approval (25%)<br><b>Q2</b> : Provide project management services for the Tzaneen dam resort development. Generate monthly progress reports (50%)<br><b>Q3</b> : Provide project management services for the Tzaneen dam resort development. Generate monthly progress reports (75%);<br><b>Q4</b> : Support Tzaneen dam resort development, generate monthly progress reports (100%)  | New initiative                | 100%          | 25%                           | 50%            | 75%            | 100%            | Council Item<br>Monthly Project Progress Reports  |
| LED | LED 1               | Enterprise Development           | Library Project Support at Khwekhwe High School               | <b>Q1</b> : Provide project management services for the Motupa library development and Submit quarterly project management reports to stakeholders (25%)<br><b>Q2</b> : Provide project management services for the Motupa library development and Submit quarterly project management reports to stakeholders (50)<br><b>Q3</b> : Provide project management services for the Motupa library development and Submit quarterly project management reports to stakeholders (75)<br><b>Q4</b> : Provide project management services for the Motupa library development and Submit quarterly project management reports to stakeholders (100%) | New initiative                | 100%          | 25%                           | 50%            | 75%            | 100%            | Project Management Reports.<br>Minutes of meetings with Stakeholders                                      |
| LED | LED 1               | Enterprise Development           | Coordination of Entrepreneurs to the Nkawkowa Industrial Park | <b>Q1</b> : Compile data base of ideal/suitable entrepreneurs for LEDA to utilise on the Nkawkowa industrial project. (25%)<br><b>Q2</b> : Facilitate and monitor the utilisation of local labour and SMME's in the renovation of the factories (50%)<br><b>Q3</b> : Facilitate and monitor the utilisation of local labour and SMME's in the renovation of the factories (75%)<br><b>Q4</b> : Facilitate and monitor the utilisation of local labour and SMME's in the renovation of the factories (100%)  | New initiative                | 100%          | 25%                           | 50%            | 75%            | 100%            | *Database of entrepreneurs<br>*Reports on local re-investment and jobcreation                             |
| LED | LED 2               | Economic Growth and Investment   | # of committed investors attracted through GTEDA              | Number  | 3                             | 3             | n/a                           | 1              | 1              | 1               | Investment reports (Transactional advisors, MDDA, Private investors)                                      |
| LED | LED 2               | Marketing and Investor Targeting | Support SMME's in accessing investment capital                | <b>Q1</b> : Investors/funders Data base developed by 30 September 2017. (25%)<br><b>Q2</b> : 4 Business plans developed and Funding applications submitted per annum. (50%)<br><b>Q3</b> : Do follow-ups to facilitate Successful funding applications (75%)<br><b>Q4</b> : Funding commitment received for 4 applications (100%)   | New initiative                | 100%          | 25%                           | 50%            | 75%            | 100%            | *SMME database<br>*Business Plans<br>*Copies of funding applications.<br>*Approved applications. Reports. |
| LED | LED 2               | Marketing and Investor Targeting | # of Agri-park Project Steering Committee meetings            |   | New initiative                | 4             | 1                             | 1              | 1              | 1               | Agri-Park meeting schedule<br>Steering Committee Minutes<br>Agri park progress reports                    |

| 7.9 Service Delivery Targets (KPIs & Projects) - Greater Tzaneen Economic Development Agency |                     |                                  |   |  |                               |               |                               |                |                |                 |  |
|--|---------------------|----------------------------------|---|--|-------------------------------|---------------|-------------------------------|----------------|----------------|-----------------|--|
| KPA  | Strategic Objective | Programme                        | KPI / Project Name                              | Unit of measurement  | Baseline (Actual for 2016/17) | Annual Target | Quarterly Targets for 2017/18 |                |                |                 | Supporting Documentation   |
|  |                     |                                  |   |  |                               |               | Q1: 30 Sept '17               | Q2: 31 Dec '17 | Q3: 31 Mar '18 | Q4: 30 June '18 |  |
| LED  | LED 2               | Marketing and Investor Targeting | Entrepreneurship career guidance and mentorship | <p><b>Q1:</b> Entrepreneurship training programme for 16/17 debate winners developed by 30 September 2017. (25%)</p> <p><b>Q2:</b> 3 Youths (16/17 debate winners) mentored on entrepreneurship to establish mini-businesses by 31 December 2017. (50%)</p> <p><b>Q3:</b> Conduct 17/18 schools entrepreneurship debate competition (75%)</p> <p><b>Q4:</b> 17/18 Award ceremonies conducted by 30 June 2018. (100%)</p> | New initiative                | 100%          | 25%                           | 50%            | 75%            | 100%            | *Training programme.<br>*Communiques with Mentors<br>*17/18 Debate report. |



## 8. REPORTING PROCEDURES

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

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

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

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

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

**Step 5:** Performance Management Office extracts a quarterly report from the system, analyses the information and prepare a report which highlights the areas of under performance.

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

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

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