



MOHOKARE
LOCAL MUNICIPALITY

2021/2022 FINAL SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN – SDBIP

INTRODUCTION

Service Delivery and Budget Implementation Plan (SDBIP) details the implementation of service delivery and the budget for the financial year in compliance with the Municipal Finance Management Act(MFMA), 2003 (Act 56 of 2003).

To implement the budget the SDBIP serves as an understanding between the administration, Council, and the community, on how the implementation of the budget will give effect to the achievement of the goals and objectives set by the council to meet the needs of the community during the applicable financial year.

The SDBIP facilitates the process of holding management accountable for their performance. It provides the basis for measuring performance in the delivery of services.

It gives effect to the Integrated Development Plan (IDP) and the budget of the municipality. The budget gives effect to the strategic priorities of the municipality and is not a management plan.

The three most important components of the SDBIP are:-

- Monthly projections of Revenue to be collected from each source
- Monthly projections of Operating and Capital expenditure and revenue per vote; and
- Quarterly projections of Service Delivery Targets and Performance Indicators for each vote.

LEGISLATIVE REQUIREMENTS

In terms of the provisions of the Local Government: Municipal Finance Management Act, 2003, all municipalities should prepare and adopt the SDBIP. Section 1 of the MFMA describes the SDBIP as a detailed plan approved by the mayor of a municipality in terms of section 53(1)(c) (ii) for the implementation of the municipality's service delivery and execution of its annual budget.

MFMA Extract

Definition

“service delivery and budget implementation plan” means a detailed plan approved by the mayor of a municipality in terms of section 53(1)(c)(ii) of the Municipal Finance Management Act(MFMA) for implementing the municipality's delivery of municipal services and its annual implementing the municipality's delivery of municipal services and which must indicate—

- (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; and
- (c) any other matters that may be prescribed, and includes any revision of such plan by the mayor in terms of section 54(1)(c) of the MFMA;

REPORTING ON THE SDBIP

This section covers reporting on the SDBIP as a way of linking the SDBIP with the oversight and monitoring operations of the administration.

A series of reporting requirements are outlined in the MFMA. Both the mayor and the accounting officer have clear roles to play in preparing and presenting these reports.

The SDBIP provides an excellent basis for generating the reports for which MFMA outlines very clear outlines. The reports then allow the Councillors of the Mohokare Local Municipality to monitor the implementation of service delivery programs and initiatives across the municipality.

MONTHLY REPORTING

Section 71 of the MFMA stipulates that reporting on actual revenue targets and spending against the budget should occur on a monthly basis. This reporting must be conducted by the accounting officer of a municipality not later than 10 working days, after the end of each month.

Reporting must include the following:

- i. actual revenue, per source;
- ii. actual borrowings;
- iii. actual expenditure, per vote;
- iv. actual capital expenditure, per vote;
- v. the amount of any allocations received

If necessary, explanation of the following must be included in the monthly reports:

- a. any material variances from the municipality's projected revenue by source, and from the municipality's expenditure projections per vote
- b. any material variances from the service delivery and budget implementation plan and;
- c. any remedial or corrective steps taken or to be taken to ensure that the projected revenue and expenditure remain within the municipalities approved budget.

QUARTERLY REPORTING

Section 52 (d) of the MFMA compels the mayor to submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality within 30 days of the end of each quarter. The quarterly performance projections captured in the SDBIP form the basis for the mayor's quarterly report.

MID-YEAR REPORTING

Section 72 (1) (a) of the MFMA outlines the requirements for mid-year reporting.

The accounting officer is required by the 25th January of each year to assess the performance of the municipality during the first half of the year taking into account

- (i) the monthly statements referred to in section 71 of the first half of the year;
- (ii) the municipalities service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan;
- (iii) the past year's annual report, and progress on resolving problems identified in the annual report; and
- (iv) the performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities.

Based on the outcomes of the mid-year budget and performance assessment report, an adjustments budget may be tabled if actual revenue or expenditure amounts are materially different from the projections contained in the budget or the SDBIP. The SDBIP is also a living document and may be modified based on the mid-year performance review. Thus the SDBIP remains a kind of contract that holds the municipality accountable to the community.


NATIONAL TREASURY, CIRCULAR No.13.

Circular 13 of the National Treasury outlines the framework for municipalities to prepare SDBIP. The SDBIP of Mohokare has been prepared in terms of the provisions of the Circular 13.

According to Section 53 of the MFMA, the Mayor is expected to approve the SDBIP within 28 days after the approval of the budget.

MUNICIPAL MANAGER' S QUALITY CERTIFICATE

I, Selby M Selby, in my capacity as the Municipal Manager of the Mohokare Local Municipality submit the **Draft Service Delivery and Budget Implementation Plan (SDBIP)** for the 2021/22 financial year for approval by the Mayor. This SDBIP has been prepared in terms of the stipulated requirements as documented in the Local Government: Municipal Finance Management 56 Act of 2003.

SUBMITTED BY : 
Accounting Officer
05 June 2021

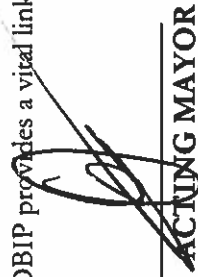
MAYOR'S APPROVAL

As the Mayor of Mohokare Local Municipality, I hereby approve this document as the Adjusted Service Delivery and Budget Implementation Plan (SDBIP) of the Municipality for the financial year 2020/21 in accordance with s 54 (1) (c) of Local Government: Municipal Finance Management Act, No. 56 of 2003 (MFMA).

I am pleased to present the Adjusted SDBIP of MLM as detailing one year plan of the institution that gives effect to the actual implementation of the Integrated Development Plan (IDP). It is an expression of the objectives of MLM in quantifiable outcomes that will be implemented. It includes service delivery targets for each quarter and facilitates oversight over financial and non-financial performance of the municipality.

In the main, the SDBIP is used to monitor and manage the implementation of the IDP. It is important for management to give enough attention to the financial and predetermined objectives of the 2020/21 IDP. Our staff is expected to implement the SDBIP diligently. I am confident that the SDBIP is credible in that it complies with the minimum requirements as stipulated in the MFMA Circular 32 of 2005. This is the core of the annual performance contract between officials and Council and facilitates the process for holding management accountable for its performance in a financial year.

I am certain that this SDBIP provides a vital link between the Mayor, Council and the administration

APPROVED BY : 
ACTING MAYOR
05 June 2021

FS163 Mohokare - Supporting Table SA25 Budgeted monthly revenue and expenditure

Description	R et	Budget Year 2021/22												Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2021/22	Budget Year +1 2022/23	Budget Year +2 2023/24	
Revenue By Source																	
Property rates		807 2	807 2	807 2	807 2	807 2	807 2	807 2	807 2	807 2	807 2	807 2	807 2	680 9	164 10	672 10	
Service charges - electricity revenue		565 3	565 3	565 3	565 3	565 3	565 3	565 3	565 3	565 3	565 3	565 3	565 3	780 30	319 32	935 33	
Service charges - water revenue		541	541	541	541	541	541	541	541	541	541	541	541	492 42	616 44	847 46	
Service charges - sanitation revenue		778	778	778	778	778	778	778	778	778	778	778	778	334 9	800 9	290 10	
Service charges - refuse revenue		432	432	432	432	432	432	432	432	432	432	432	432	5 184	443 5	716 5	
Rental of facilities and equipment		48	48	48	48	48	48	48	48	48	48	48	48	570	599	628	
Interest earned - external investments		38	38	38	38	38	38	38	38	38	38	38	38	450	473	496	
Interest earned - outstanding debtors		542	542	542	542	542	542	542	542	542	542	542	542	6 825	6 825	7 166	
Dividends received		1	1	1	1	1	1	1	1	1	1	1	1	10	10	10	
Fines, penalties and forfeits		917	917	917	917	917	917	917	917	917	917	917	917	35 000	36 750	38 588	
Licences and permits		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Agency services		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers and subsidies		730	730	730	730	730	730	730	730	730	730	730	730	80 762	84 272	83 887	
Other revenue		065	065	065	065	065	065	065	065	065	065	065	065	12 783	13 422	14 093	
Gains		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Revenue (excluding capital transfers and contributions)		19 462	19 462	19 462	19 462	19 462	19 462	19 462	19 462	19 462	19 462	19 462	19 462	233 544	244 693	252 329	
Expenditure By Type																	
Employee related costs		7 249	7 249	7 249	7 249	7 249	7 249	7 249	7 249	7 249	7 249	7 249	7 249	86 985	91 335	95 901	

FS163 Mohokare - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	R thousand	Budget Year 2021/22												Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2021/22	Budget Year +1 2022/23	Budget Year +2 2023/24	
Revenue by Vote Vote 1 - COUNCIL & EXECUTIVE	219 8 956	219 8 956	219 8 956	219 8 956	219 8 956	219 8 956	219 8 956	219 8 956	219 8 956	219 8 956	219 8 956	219 8 956	219 8 956	627	709	815	
Vote 2 - FINANCE SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 3 - CORPORATE SERVICES	403 13 413	403 13 413	403 13 413	403 13 413	403 13 413	403 13 413	403 13 413	403 13 413	403 13 413	403 13 413	403 13 413	403 13 413	403 13 413	836	874	018	
Vote 4 - COMMUNITY SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 5 - TECHNICAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 6 - [NAME OF VOTE 6]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 7 - [NAME OF VOTE 7]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 8 - [NAME OF VOTE 8]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 9 - [NAME OF VOTE 9]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 10 - [NAME OF VOTE 10]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 11 - [NAME OF VOTE 11]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 12 - [NAME OF VOTE 12]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 13 - [NAME OF VOTE 13]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 14 - [NAME OF VOTE 14]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Vote 15 - [NAME OF VOTE 15]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Revenue by Vote	991	991	991	991	991	991	991	991	991	991	991	991	991	894	302	301	
Expenditure by Vote to be appropriated	974	974	974	974	974	974	974	974	974	974	974	974	974	686	966	439	
Vote 1 - COUNCIL & EXECUTIVE	25	25	25	25	25	25	25	25	25	25	25	25	25	23	23	25	
	974	974	974	974	974	974	974	974	974	974	974	974	974	686	966	165	

	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	102	107	112
Vote 2 - FINANCE	509	509	509	509	509	509	509	509	509	509	509	509	509	509	509	106	067	271
Vote 3 - CORPORATE SERVICES	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	15	019	770
Vote 4 - COMMUNITY SERVICES	822	822	822	822	822	822	822	822	822	822	822	822	822	822	822	21	903	998
Vote 5 - TECHNICAL SERVICES	662	662	662	662	662	662	662	662	662	662	662	662	662	662	662	67	174	883
Vote 6 - [NAME OF VOTE 6]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 7]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 8]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	19 216	19 216	19 216	19 216	19 216	19 216	19 216	19 216	19 216	19 216	19 216	19 216	19 216	19 216	19 216	230 593	242 130	254 087
Surplus/(Deficit) before assoc.	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	81 301	60 142	47 352
Taxation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Attributable to minorities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	1 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	6 775	81 301	60 142	47 352

References

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

check

Key Performance Area 1: Basic Service Delivery and Infrastructure Development										
QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE										
FOR THE PERIOD 1 JULY 2021 - 30 June 2022										
ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	Source of supporting documents
NAME OF DEPARTMENT: TECHNICAL SERVICES										
1.1	Provision of trafficable roads	Phase 1: Upgrading of 1.7km access roads in Roleleathunya	Practical completion certificate	Project Practically complete	Bundling of the project by 30 September 2021	Bundling of the project by 30 September 2021				1. Completion Certificate 2. Submission of As-built drawings. 3. Submission of final BoQ
1.2	Provision of trafficable roads	Phase 2: Upgrading of 2km access roads in Roleleathunya	Practical completion certificate	Project Practically complete	Bundling of the project by 30 September 2021	Bundling of the project by 30 September 2021				1. Completion Certificate 2. Submission of As-built drawings. 3. Submission of final BoQ
1.3	Provision of trafficable roads	Upgrading of the 0.6km Zama access road in Matateng	Practical completion certificate	Project Practically complete	Bundling of the project by 30 September 2021	Bundling of the project by 30 September 2021				1. Completion Certificate 2. Submission of As-built drawings. 3. Submission of final BoQ
1.4	Provision of dignified sanitation services	Zastron / Matlakeng: Upgrading of the outfall sewerline and refurbishment of sewer pump stations	Practical completion certificate	75% Physical progress on site at 30 June 2020	Practical completion of the project by 30 December 2021		Practical completion of the project by 30 December 2021			Practical completion certificate

Key Performance Area 1: Basic Service Delivery and Infrastructure Development

PERFORMANCE OBJECTIVES AND INDICATORS

FOR THE PERIOD 1 JULY 2021 - 30 JUNE 2022

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	Source of supporting documents
1.5	Provision of drinking water	Upgrading of the Zastron Water Treatment Works (WTW)	Practical completion certificate	Project Practically complete	Bundling of the project by 30 September 2021	Bundling of the project by 30 September 2021				1. Completion Certificate 2. Submission of As-built drawings. 3. Submission of final BoQ Practical completion certificate
1.6	Provision of drinking water	Smithfield / Mofutshepe: Refurbishment of the Water Treatment Works (WTW)	Practical completion certificate	Project at 50% progress on site at 30 June 2021	Practical completion of the project by 30 December 2021		Practical completion of the project by 30 December 2021			Practical completion certificate
1.7	Provision of drinking water	Upgrading of the Rouxville Water Treatment Works (WTW)	Practical completion certificate	78% physical progress on site at 30 June 2021	Practical completion of the project by 30 December 2021		Practical completion of the project by 30 December 2021			Practical completion certificate
1.8	Provision of bulk water supply	Construction of an abstraction works on the Orange River and equipping of x2 raw water pump stations with M&E	Practical completion certificate	51% physical progress on site at 30 June 2021	Practical completion of the project by 30 March 2022			Practical completion of the project by 30 March 2022		Practical completion certificate
1.9	Provision of bulk water supply	Construction of a 27km long raw bulk water pipeline from the	Practical completion certificate	91% physical progress on site by 30 June 2021	Practical completion of the project by 30 december		Practical completion of the project by 30 december			Practical completion certificate

Key Performance Area 1: Basic Service Delivery and Infrastructure Development

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021 - 30 JUNE 2022

PERFORMANCE OBJECTIVES AND INDICATORS

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	Source of supporting documents
1.10	Provision of dignified sanitation services	Orange River to Paisley dam in Rouxville / Smithfield / Mofulatshepe: The upgrading of the Outfall sewer	1. Minutes and attendance register of the site hand over meeting. 2. Progress report until June 2022	New KPI	Contractor site hand over by 30 December 2021 50% progress on site by 30 June 2022		Contractor site hand-over meeting by 30 December 2021			1. Minutes and attendance register of the site hand over meeting. 2. Progress report until end of June 2022
1.11	Provision of drinking water	Installation of pre-paid water meters in Zastron	Situation analysis and feasibility report	New KPI	Completion of the Situation analysis and feasibility report by 30 September 2021	Completion of the Situation analysis and feasibility report by 30 September 2021				Final Situation analysis and feasibility report
1.12	Electrification of house holds	Smithfield / Mofulatshepe: Pre-engineering	Approved designs for construction purposes	New KPI	Completion of designs for electrification of house holds by 30 June 2022				Completion of designs for electrification of house holds by 30 June 2022	1. Approved designs for construction purposes
1.13	Electrification of house holds	Rouxville / Roleleathunya: Electrification of house holds 186 in Extension 6	Close up report from Centlec	New KPI	Electrification of 186 HH in Extension 10 by 30 June 2022				Electrification of 186 HH in Extension 10 by 30 June 2022	1. Close up report from Centlec

Key Performance Area 1: Basic Service Delivery and Infrastructure Development

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021 - 30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	Source of supporting documents
1.14	Electrification of house holds	Zastron Matlakeng: Electrification of 300 house holds in Extension 10	Close up report from Centitec	New KPI	Electrification of 300 HH in Extension 10 by 30 June 2022	-	-	-	Electrification of 300 HH in Extension 10 by 30 June 2022	1. Close up report from Centitec
1.15	Provision of sports and recreational facility	Rouxville Roleleathunya: Construction of a sports facility	Minutes of the site hand over meeting	New KPI	Contractor site hand over by 30 June 2022	-	-	-	Contractor site hand over by 30 June 2022	Minutes of the site hand over meeting
1.16	Deliver sustainable services that are on or above RDP Level	Provide 10793 of formal Households with water in MLM daily.	Outflow readings	2349.5 ml of purified water	Provision of 2080.5 ML of purified water by 30 June 2021	Zastron 246,375 Kl, Smithfield 102.2 Kl and Rouxville Kl 118,625 Purified water	Zastron 246,375 Kl, Smithfield 102.2 Kl and Rouxville Kl 118,625 Purified water	Zastron 246,375 Kl, Smithfield 102.2 Kl and Rouxville Kl 118,625 Purified water	Zastron 246,375 Kl, Smithfield 102.2 Kl and Rouxville Kl 118,625 Purified water	1. Water meter readings at the water treatment works (final distribution) per town Water Mass Balance Report 2. Council resolution Reviewd WSDP
1.17	Provision of clean and portable drinking water	Review of the WSDP by 30 June 2022	1. Council resolution Reviewd WSDP 2. Council resolution Reviewd WSDP	Draft WSDP	Approved reviewed WSDP by 30 June 2022	-	-	-	Submission of the reviewed final WSDP to council for approval	1. Council resolution Reviewd WSDP 2. Council resolution Reviewd WSDP

Key Performance Area 1: Basic Service Delivery and Infrastructure Development

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021 - 30 June 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarter 1 Targets	Quarter 2 Targets	Quarter 3 Targets	Quarter 4 Targets	Source of supporting documents
1.18	Deliver sustainable services that are on or above RDP Level	Waste water quality management by 30 June 2022	Submission of 5,5 wastewater quality samples to accredited laboratory for testing	100% implementation wastewater risk abatement plans	Maintain dignified sanitation and submission of 22 wastewater quality samples to meet Wastewater monitoring plan by June 2022	5,5 samples were submitted	5,5 samples were submitted	5,5 samples were submitted	5,5 samples were submitted	Submission of 5,5 wastewater quality samples to accredited laboratory for testing
1.19	Deliver sustainable services that are on or above RDP Level	Drinking water quality management by June 2022	Submission of 11,5 Drinking water quality samples to accredited laboratory for testing	100% compliance of physical, chemical and biological water quality	Submission of 46 water quality samples to the laboratory to meet drinking water monitoring plan 30 June 2022	11,5 samples were submitted	11,5 samples were submitted	11,5 samples were submitted	11,5 samples were submitted	Submission of 11,5 Drinking water quality samples to accredited laboratory for testing

Key Performance Area 2: Municipal Transformation and Organisational Development

PERFORMANCE OBJECTIVES AND INDICATORS

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly target Q3	Quarterly target Q4	Source of supporting documents
2.1	To instill good governance in all Municipal operations, ensure public participation and provide critical strategic support to the Municipality	4 Ordinary Council sittings held annually as legislated (1 per quarter)	Signed distributed acknowledgement of receipt	4 distributed notices and agenda for 4 ordinary meetings	4 Ordinary Council meeting held by June 2022	Distribution of 1 notice and agenda by Sept 2021	Distribution of 1 notice and agenda by Dec 2021	Distribution of 1 notice and agenda by March 2022	Distribution of 1 notice and agenda by June 2022	Copy of notices and agendas distributed and acknowledgement of receipts
2.2	To instill good governance in all Municipal operations, ensure public participation and provide critical strategic support to the Municipality	12 monthly notice of Local Labour Forum distributed by June 2022	Signed distributed acknowledgement of receipt	12 LLF notices and agenda distributed	12 LLF notices and agenda distributed	Distribution of 3 notices and agendas	Distribution of 3 notices and agendas	Distribution of 3 notices and agendas	Distribution of 3 notices and agendas	Copy of notices and agendas distributed and acknowledgement of receipts
2.3	To instill good governance in all Municipal operations, ensure public participation	Agenda and notices of section 79 committees distributed	Sec 79 notices and agenda		20 notices and agenda of Section 79 distributed quarterly	5 notices and agendas distributed by Sept 2021	5 notices and agendas distributed by Dec 2021	5 notices and agendas distributed by March 2022	5 notices and agendas distributed by June 2022	Notices and agendas

Key Performance Area 2: Municipal Transformation and Organisational Development

PERFORMANCE OBJECTIVES AND INDICATORS

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly target Q3	Quarterly target Q4	Source of supporting documents
24	To instil good governance in all Municipal operations, ensure public participation and provide critical strategic support to the Municipality	Reviewed and adopted Employment Equity Policy by December 2021	Approved policy	18/19 EE Policy	Reviewed and adopted EE Policy		Reviewed and adopted Employment Equity Policy by December 2021			Council resolution and adopted policy
25	To instil good governance in all Municipal operations, ensure public participation and provide critical strategic support to the Municipality	Submitted EE Plan Report to Dept. of Labour by 15 January 2022	Proof of submission	EE Plan submitted 2021	Submitted EE Plan Report to Dept. of Labour by 15 January 2022			Submitted EE Plan Report to Dept. of Labour by 15 January 2022		Proof of submission to Dept of Labour

Key Performance Area 2: Municipal Transformation and Organisational Development

PERFORMANCE OBJECTIVES AND INDICATORS

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly target Q3	Quarterly target Q4	Source of supporting documents
2.6	Annual Review and implementation of the Human Resources Strategy	Reviewed HRD Strategy by June 2022	Reviewed Strategy	Adopted HRD Strategy	Reviewed HRD Strategy by June 2022				Final reviewed 2021/2022 HRD Strategy submitted to Council by June 2022	Reviewed HRD Strategy
2.7	Annual Review and implementation of the Human Resources Strategy	Quarterly Implementation of the HRD Strategy by June 2022	Quarterly reports	2019/2020 Quarterly reports	Quarterly reports submitted to Management (Recruitment and selection report aligned to Employment equity plan, leave management, benefits and claims, vacancy rate and Overtime	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports
2.7	Annual Review and implementation of the Human Resources Strategy	2 Vacant posts advertised of Sec 56 managers by June 2022	Appointment letters/contracts	2 sec 56 positions filled	2 Vacant posts of Sec 56 managers advertised by June 2022				Advertise the 2 vacant post of Sec 56 by June 2022	Advert, interview report, signed Contracts

Key Performance Area 2: Municipal Transformation and Organisational Development

PERFORMANCE OBJECTIVES AND INDICATORS **QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE**

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly target Q3	Quarterly target Q4	Source of supporting documents
2.8	Annual Review and implementation of the Human Resources Strategy	6 skilled labours vacant post filled by June 2022	Appointment letters/contracts	6 employees appointed in 20/21	6 Unskilled vacant posts filled by June 2022			Advertise posts and hold interviews of the 6 vacant posts	Appointment of the 6 unskilled employees	Advert. Interview report, signed appointment letters/contracts
2.9	Annual Review and implementation of the Human Resources Strategy	6 unskilled labours vacant post filled by June 2022	Appointment letters/contracts	6 unskilled employees appointed in 20/21	6 Unskilled vacant posts filled by June 2022			Advertise posts and hold interviews of the 6 vacant posts	Appointment of the 6 unskilled employees	Advert. Interview report, signed appointment letters/contracts
2.10	Annual Review and implementation of the Human Resources Strategy	Conduct Annual Medical surveillance by June 2022	Medical surveillance conducted	New KPI	1 Annual Medical Surveillance conducted by June 2022				Medical Surveillance conducted	Medical Surveillance report
2.11	Annual Review and implementation of the Human Resources Strategy	2 Wellness programmes conducted by June 2022	Wellness reports	New KPI	2 Wellness programmes conducted by June 2022		1 Wellness programme conducted		1 Wellness programme conducted	Wellness report

Key Performance Area 2: Municipal Transformation and Organisational Development

PERFORMANCE OBJECTIVES AND INDICATORS

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly target Q3	Quarterly target Q4	Source of supporting documents
2.12	To instill good governance in all Municipal operations, ensure public participation and provide critical strategic support to the Municipality	10 Human Resources Policies reviewed and approved by Council by June 2022	Approved Policies	10 policies reviewed and approved by Council	10 Human Resources Policies reviewed and approved by Council by June 2022	-	-	-	Submit draft reviewed HR Policies to Council by June 2022	Council Resolution and electronic copies of HR policies
2.13	To instill good governance in all Municipal operations, ensure public participation and provide critical strategic support to the Municipality	Reviewed Organogram by June 2022	Reviewed organogram	2020/2021 reviewed organogram	Reviewed Organogram by June 2022	-	-	-	Submit the final Organogram to Council by June 2022	Council Resolution and a copy of the organogram

Key Performance Area 2: Municipal Transformation and Organisational Development

PERFORMANCE OBJECTIVES AND INDICATORS

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly target Q3	Quarterly target Q4	Source of supporting documents
2.14	Ensure 100% development of ICT Strategy	Develop the 5 year ICT Strategy by 2022	14 Policies Reviewed by June 2021	14 reviewed and adopted Policies 2020/21	Develop the 5 year ICT Strategy by 2022				Submit the 14 Final ICT Policies to Council by June 2022	Council Resolution and copies of the adopted Policies
2.15	Ensure 100% development of ICT Strategy	Reviewed ICT Policies June 2022	14 Policies Reviewed by June 2022	14 reviewed and adopted Policies 2020/21	14 reviewed ICT Policies adopted by May 2020 1.IT Security policy 2.IT Assets Control & Disposal Policy 3.Internet & Email Usage Policy 4.Change management policy 5.Password policy				Submit the 14 Final ICT Policies to Council by June 2022	Council Resolution and copies of the adopted Policies

Key Performance Area 2: Municipal Transformation and Organisational Development

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly target Q3	Quarterly target Q4	Source of supporting documents
2.16	Ensure 100% development of ICT Strategy	Review of the Disaster recovery and Business Continuity Plan by June 2022	Approved plan	2020/2021 Reviewed Disaster Recovery and Business Continuity Plan	6.IT Backup Policy 7 Disaster Recovery policy 8 Telephone Policy 9 Mobile and Gadgets Policy 10. Patch Management				Disaster Recovery and Business Plan to Council by June 2022 for approval.	Council resolution and copy of the approved plan

Key Performance Area 3: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

PERFORMANCE OBJECTIVES AND INDICATORS

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of evidence
NAME OF DEPARTMENT: INTERNAL AUDIT										
3.1	Maintaining and improving the Municipal Audit Opinion	Reviewed 20/2020 Internal Audit Charter and Manual for approval by June 2022	Approved Internal Audit Charter	Adopted and reviewed 2020/21 Internal Audit charter	Review and approve 2021/22 Internal Audit Charter by June 2022				Reviewed of 2022/2023 Internal Charter and Manual by June 2022	Approved Internal Audit Charter, and Manual Attendance register and minutes
3.2	Maintaining and improving the Municipal Audit Opinion	Reviewed and approved Audit Committee Charter by June 2022	Approved Audit Committee Charter	2020/2021 Audit Committee Charter	Reviewed and approved Audit Committee Charter by June 2022				Submission of the reviewed 2022/2023 Audit Committee Charter to Council for Approval by June 2022	Approved Audit Committee Charter
3.3	Maintaining and improving the Municipal Audit Opinion	Develop and submit Internal Audit Coverage Plan	Approved Internal Audit Coverage Plan	Adopted 2020/21 Internal Audit Coverage Plan	Approved Internal Audit Coverage Plan				Approved 2022/2023 Internal Audit Coverage Plan by June 2022	Approved Internal Audit Coverage Plan, Attendance register & minutes.

Key Performance Area 3: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

PERFORMANCE OBJECTIVES AND INDICATORS

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of evidence
3.4	Maintaining and improving the Municipal Audit Opinion	7 Municipal audit assignments conducted for the 2021/22	quarterly signed Internal Audit reports	New KPI	7 Municipal Audit assignments conducted in the 2021/22 FY	1 Audit assignments conducted by 30 September 2021	2 Audit assignments conducted by December 2021	2 Audit assignments conducted by 31 March 2022	2 Audit assignments conducted by 30 June 2022	Internal Audit reports and approved audit and performance committee minutes.
3.5	Maintaining and improving the Municipal Audit Opinion	4 Municipal audit committee meetings held for the 2021/22 FY	Approved quarterly minutes, resolution register and schedule of meetings	New KPI	4 Municipal Audit committee meetings held in the 2021/22FY	1 Audit committee meeting held by 30 September 2021	1 Audit committee meeting held by 31 December 2021	1 Audit committee meeting held by 31 March 2022	1 Audit committee meeting held by 30 June 2022	Attendance registers, resolution registers, IA reports, schedule of audit committee meetings.
NAME OF DEPARTMENT: TOWN PLANNING										
3.6	100% compliance to SPLUMA	Review the 8 Town Planning Policies by June 2022	Approved policies	2020/21 Approved policies	8 Policies reviewed and approved by Council					Approved policies

Key Performance Area 3: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of evidence
3.7	100% compliance to SPLUMA	Reviewed Spatial Development Framework by June 2022	Adopted SDF		Reviewed SDF by June 2022			Submit the draft updated project list in the SDF to Council by March 2022	Submit the final updated project list in the SDF to Council by May 2022	Council Resolution and Copy of the updated project list
3.8	100% compliance to SPLUMA	Conduct 1 Municipal Planning Tribunal meeting bi-annually by June 2022	Minutes and attendance registers	A Tribunal held in 2019/2020	1 Municipal Planning Tribunal conducted Bi-annually by June 2022	1 Municipal Planning Tribunal conducted by Dec 2021			1 Municipal Planning Tribunal conducted by June 2022	Attendance registers
3.9	100% compliance to SPLUMA	Attend 4 quarterly SPLUM Meetings by June 2022	Invite, Minutes, attendance register	3 meetings held in 2020/2021	Attend 4 quarterly SPLUM Meetings by June 2022	SPLUM meeting attended by Sept 2021	SPLUM meeting attended by Dec 2021	SPLUM meeting attended by March 2022	SPLUM meeting attended by June 2022	Minutes/report
3.10	100% compliance to SPLUMA	Develop final Land Use Management Scheme by June 2022	Final Copy of the Land Use Management Scheme	19/20 approved Land Use Management Scheme	Final Land Use Management Scheme developed by June 2022				Final Draft Land Use Management Scheme submitted to Council by June 2022	Land Use Management Scheme copy

Key Performance Area 3: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of evidence
NAME OF DEPARTMENT: MUNICIPAL MANAGER (RISK MANAGEMENT)										
3.11	To evaluate the effectiveness of Risk management, control and governance processes and develop actions to address key risks identified	Reviewed Enterprise Risk Management Policies (Risk Management Strategy and Framework, Fraud and Anticorruption Strategy, Risk Management Committee Charter	Reviewed and adopted policies	Reviewed Enterprise Risk Management Policies	Reviewed Enterprise Risk Management Policies	Submission of 2021/2022 Policies to RMC & AC for approval by September 2021	-	-	-	Attendance register and minutes from RMC and AC Council resolution and copy of the adopted policies
3.12	To evaluate the effectiveness of Risk management, control and governance processes and develop actions to address key risks identified	Develop the 2021/2022 Risk Register by September 2021	Quarterly reports	2018/19 Risk Register	Developed 2021/2022 Risk Register by September 2021	Assessment of levels of Municipal Risk Appetite and Risk Tolerance by September 2021	-	-	-	Quarterly monitoring reports Attendance registers

Key Performance Area 3: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

PERFORMANCE OBJECTIVES AND INDICATORS **QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE**

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of evidence
3.13	To evaluate the effectiveness of Risk management; control and governance processes and develop actions to address key risks identified	Implement and monitor the 2021/2022 Risk Register by June 2022	Approved risk register Quarterly reports	2018/2019 risk register	Monitored 2021/2022 Risk register by June 2022	Approved Risk register by September 2021	Quarterly Risk Assessments held with departments to update the risk register	Quarterly Risk Assessments held with departments to update the risk register	Quarterly Risk Assessments held with departments to update the risk register	Assessment report, minutes; attendance registers (RMC and Assessments held); approved risk register

NAME OF DEPARTMENT: MUNICIPAL MANAGER (INTERGRATED DEVELOPMENT PLAN)

3.14	To implement a ranking and rating system for all new capital projects to support the strategic objectives and priorities of Council	Reviewed and approved IDP by May 2022	Approved IDP Plan	Approved 2020/21 IDP	Reviewed and approved IDP	Approved IDP Process plan by August 2021	Establishment of Rep Forum	Approved draft IDP by March 2022	Approved final IDP by May 2022	Council resolution And electronic copy of the IDP.
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Key Performance Area 3: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of evidence
	and Community									
NAME OF DEPARTMENT: MUNICIPAL MANAGER (PERFORMANCE MANAGEMENT PLAN)										
3.15	100% monitoring and evaluation of the municipality's Performance	Organisation performance management system policy reviewed by May 2022	Reviewed PMS Policy	2020/2021 Approved PMS policy Framework	Review PMS policy framework				Submit the final 2022/2023 PMS Policy to Council by May 2022	Council resolution and electronic copy of the reviewed policy
3.16	100% monitoring and evaluation of the municipality's	Submission of the draft Annual report and the annual performance report for 2018/19 to	Developed and Audited AR and APR	Annual report, annual performance report submitted on the 31 August 2020	Submitted draft Annual report, annual performance report by 31st of August 2021	Submit draft Annual report, annual performance report on 31st of August 2021 to Auditor General				Acknowledgement of receipt Submitted copies

Key Performance Area 3: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

PERFORMANCE OBJECTIVES AND INDICATORS		QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE								
ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of evidence
	Performance	the Auditor General by 31 August 2021								
3.17	100% monitoring and evaluation of the municipality's Performance	Developed 2022/2023 SDBIP by June 2022	2020/2021 SDBIP	Developed and approved SDBIP	Developed 2022/2023 SDBIP by June 2021				Submit developed 2022/2023 SDBIP to Mayor within 28 days after the approval of the Budget	Approved SDBIP
3.18	100% monitoring and evaluation of the municipality's Performance	Developed Mid-year report submitted to Council by 25 January 2022	2020/2021 Mid-year report	Developed and submitted Mid-year report	Mid-year report submitted to Council by 25 January 2022				Mid-year report developed and submitted to Council by 25 Jan '2022	Adopted Mid-year report

Key Performance Area 3: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

PERFORMANCE OBJECTIVES AND INDICATORS

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of evidence
3.19	Ensuring 100% compliance to MFMA, MSA and Circular 63 & 32	Developed and adopted adjustment SDBIP and submitted to Council by 28 Feb 2022	2020/2021 Adjusted SDBIP	Developed and approved adjusted SDBIP	Adjusted SDBIP and adopted by Council in Feb 2022			Developed and approved 21/22 Adjusted SDBIP by Council by 28 Feb 2022		Approved Adjusted SDBIP
3.20	Ensuring 100% compliance to MFMA, MSA and Circular 63 & 32	Tabled AR and APR to Council by 25 January 2022	Annual report, annual performance Report tabled on the 29 January 2022	Adopted Annual Report	Tabled Annual Report and Annual Performance Report by the 25 January 2022			Table Annual Report and Annual Performance Report by the 25 January 2022		Council resolution and electronic copy of AR & APR

Key Performance Area 4: FINANCIAL MANAGEMENT AND VIABILITY

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2019/20	Annual Target 2021/22	Quarterly Target Q1	Quarter 2 Target	Quarterly target Q3	Quarterly target Q4	Source of Supporting Evidence
NAME OF DEPARTMENT: FINANCE										
4.1	Review, and implement all relevant departmental policies	6 budget related policies reviewed by June 2022 (Assets, SCM, Revenue, bank and investment, Credit Control and Expenditure)	Approved Policies	2020/21 Reviewed budget related policies	6 budget related policies reviewed by June 2022 (Assets, SCM, Revenue, bank and investment, Credit Control and Expenditure)			To submit 6 draft policies to Section 79 and Council for adoption by March 2022	To submit 6 Final policies to Section 79 and Council for adoption by May 2022	Policies Council resolutions Attendance register
4.2	Implementation of Mohokare Financial Management Plan	Developed Compliant MSCOA budget by June 2022	Adopted Compliant MSCoA Budget by May 2022	2020/21 adopted budget	Developed Compliant MSCOA budget by June 2022			Submit the draft compliant budget to Budget Steering Committee and Council by March 2022	Submit the Final budget to Budget Steering Committee and Council for adoption by May 2022	Compliant budget
4.3	Implementation of Mohokare Financial Management Plan	Developed adjustment budget by Feb 2022	Adopted 2020/21 adjustment budget	Adopted adjustment budget in by Feb 2022	Adopted adjustment budget by Feb 2022			Submit the adjusted budget to Budget Steering Committee and Council for Adoption by Feb 2022		Attendance register-steering resolution Adjusted Budget Council Resolution

Key Performance Area 4: FINANCIAL MANAGEMENT AND VIABILITY

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2019/20	Annual Target 2021/22	Quarterly Target Q1	Quarter 2 Target	Quarterly target Q3	Quarterly target Q4	Source of Supporting Evidence
4.4	Development of operationalization of SCM Plans	Implementation and monitor of the procurement plan by June 2022	Progress report	2020/21 quarterly plans	Developed and adopted Procurement Management Plan by August 2021	Submit developed Plan to Council by August 2021 for adoption				Council Resolution and adopted copy
4.5	Development of operationalization of SCM Plans	Implementation and monitor of the procurement plan by June 2022	Progress report	2020/21 quarterly plans	Procurement Plan implemented by June 2022	Monthly Progress report on the procurement plan	Monthly Progress report on the procurement plan	Monthly Progress report on the procurement plan	Monthly Progress report on the procurement plan	Adverts, Bid Committees meetings minutes Attendance register
4.6	Promotion and maintenance SCM	Irregular, fruitless and wasteful expenditure reduced by June 2022	Progress report	2020/21 quarterly plans	Irregular, fruitless and wasteful expenditure reduced by June 2022	Quarterly MPAC meetings on irregular, fruitless and wasteful expenditure	Quarterly MPAC meetings on irregular, fruitless and wasteful expenditure	Quarterly MPAC meetings on irregular, fruitless and wasteful expenditure	Quarterly MPAC meetings on irregular, fruitless and wasteful expenditure	Monthly Financial Progress reports
4.7	Promotion and maintenance SCM	Quarterly SCM reports submitted to the Mayor and Accounting Officer	Quarterly report	2020/2021 SCM Reports	Quarterly SCM reports submitted to the Mayor and Accounting Officer	Quarterly SCM report submitted to the Mayor	Quarterly SCM report submitted to the Mayor	Quarterly SCM report submitted to the Mayor	Quarterly SCM report submitted to the Mayor	Quarterly SCM report Submitted to the Mayor
4.8	Grow Mohokare	12 local businesses awarded by June 2022	Report	12 business reports awarded	12 local businesses awarded by June 2022	3 local businesses awarded	3 local businesses awarded	3 local businesses awarded	3 local businesses awarded	Purchase Orders

Key Performance Area 4: FINANCIAL MANAGEMENT AND VIABILITY

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2019/20	Annual Target 2021/22	Quarterly Target Q1	Quarter 2 Target	Quarterly target Q3	Quarterly target Q4	Source of Supporting Evidence
4.9	Grow Mohokare	50 % creditors paid within 30 days	Invoices and expenditure forms	% Creditors paid	50 % creditors paid within 30 days	12,5 % of creditors paid within 30 days	12,5 % of creditors paid within 30 days	12,5 % of creditors paid within 30 days	12,5 % of creditors paid within 30 days	Quarterly Financial reports invoices and expenditure forms
4.10	To ensure compliance with MFMA and Treasury regulations and implement internal controls	Payment vouchers of Third Parties done by the 7th of each month	Payment reconciliations	Proof of payment	Third Party paid by the 7 th of each month	Payment of current third party deductions by the 7 th	Payment of current third party deductions by the 7 th	Payment of current third party deductions by the 7 th	Payment of current third party deductions by the 7 th	Proof of payment Quarterly 3 rd party reconciliations register
4.11	To ensure compliance with MFMA and Treasury regulations and implement internal controls	Compliance with SARS directive on VAT issues.	VAT Returns	2020/2021 VAT Returns	Submission of 12 VAT 201 returns	Completed 3 VAT returns submitted	Completed 3 VAT returns submitted	Completed 3 VAT returns submitted	Completed 3 VAT returns submitted	VAT returns
4.12	Grow Mohokare	30% of debt collected by June 2022	Quarterly report	% debt collected	30% of debt collected by June 2022	7.5 % of debt collected	7.5 % of debt collected	7.5 % of debt collected	7.5 % of debt collected	Quarterly revenue report
4.13	Provide free basic water to indigent households	Registration of indigent households	Indigent register	1440 indigents registered in 2019/2020	1200 indigent households registered by June 2022	300 HH registered Quarterly indigent session per town registered	600 HH registered Quarterly indigent session per town registered	900 HH registered Quarterly indigent session per town registered	1200 HH registered Quarterly indigent session per town registered	Report on status on indigence

Key Performance Area 4: FINANCIAL MANAGEMENT AND VIABILITY

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2019/20	Annual Target 2021/22	Quarterly Target Q1	Quarter 2 Target	Quarterly target Q3	Quarterly target Q4	Source of Supporting Evidence
4.14	Fully effective asset management unit	Quarterly updating of moveable assets against assets register and preparation of fixed and infrastructure assets register by June 2022	Quarterly reports	2020/21 quarterly reports	Quarterly updating of moveable assets against assets register and preparation of fixed and infrastructure assets register by June 2022	Quarterly Updating of moveable assets	Quarterly updating of moveable assets	Quarterly Updating of moveable assets	Quarterly Updating of moveable assets Preparation of fixed and infrastructure assets register	GRAP compliant assets Register Detailed quarterly report on updating of asset register
4.15	Implementing effective internal controls and monitoring compliance	Timely submission of compliance reports to Council, NT and PT (Section 71, 52, and 72)	Quarterly reports	Compliance reports as per MFMA	Quarterly reports	Quarterly budget statement (Section 52 & 71)	Quarterly budget statement (Section 52 & 71)	Quarterly budget statement	Quarterly budget statement	Quarterly reports
4.16	Compilation of compliant AFS	Submission of Draft Compliant Financial Statements to AG, National and Provincial Treasury by 31 st August 2021	Compliant AFS to AG, NAT,PT by 31 Aug 2021	Submitted AFS by 31 st August 2021	Compliant AFS to AG, NAT,PT by 31 Aug 2021	Submission of Compliant Draft Financial Statements to AG and National and Provincial Treasury by 31 st August 2021	-	-	-	Proof of submission to AG, NT and PT
4.17	Submission of Compliant AFS	Submission of Final compliant Financial Statements to Council, NT and PT by 25 January 2022	Submitted final AFS	AFS submitted to Council by 25 Jan 2021	Submitted final AFS to Council by 25 January 2022	-	-	Submission of Final Compliant Financial Statements to Council, NT and PT by 25 Jan '22	-	Proof of submission to AG, NT and PT

Key Performance Area 5: Local Economic Development

PERFORMANCE OBJECTIVES AND INDICATORS

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of Supporting Evidence
NAME OF DEPARTMENT: LED UNIT										
5.1	Enhancement of the municipality's local economy	5 year LED Strategy developed by June 2022	Reviewed LED Strategy	2020/21 LED Strategy	5 year LED Strategy developed by June 2022			DRAFT LED Strategy Reviewed and approved by Council by March 2022	FINAL LED Strategy Reviewed and approved by Council by June 2022	Council Resolution and copy of the adopted strategy
5.2	Enhancement of the municipality's local economy	12 Business expos conducted to assist cooperatives and SMMEs per town	Invites and attendance registers	4 Business expos conducted	12 Business expos conducted to assist cooperatives and SMMEs per town	Conduct 1 business expo for all 3 towns by Sept 2021	Conduct 1 business expo for all 3 towns by Dec 2021	Conduct 1 business expo for all 3 towns by March 2022	Conduct 1 business expo for all 3 towns by June 2022	Invites and attendance registers
5.3	Enhancement of the municipality's local economy	Reviewed SMME support Policy by June 2022	Reviewed and adopted Policy	SMME Policy 2020/21 reviewed	Reviewed SMME support Policy by June 2022				Submit the developed final Policy to Council by May 2022	Council Resolution and copy of the Policy

Key Performance Area 5: Local Economic Development

PERFORMANCE OBJECTIVES AND INDICATORS

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE										
ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of Supporting Evidence
5.4	Enhancement of the municipality's local economy	Developed and approved Tourism Policy by June 2022	Approved Policy	New KPI	Developed and approved Tourism Policy by June 2022				Developed and approved Tourism Policy by June 2022	Approved Policy Council Resolution

Key Performance Area 6: HUMAN SETTLEMENT

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

PERFORMANCE OBJECTIVES AND INDICATORS

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of supporting evidence
NAME OF DEPARTMENT: COMMUNITY SERVICES										
6.1	Provision of sustainable Human Settlements in all the three towns by 30 June 2022.	Reviewed Human Settlement Sector Plan by June 2022	Council adopted policy	Human Settlement Sector Plan 2020/21	Review of Human Settlement Sector Plan by June 2022				Submit the final reviewed Plan to Council by June 2022.	Council resolution and Copy of the Plan
6.2	Provision of sustainable Human Settlements in all the three towns by 30 June 2022.	Reviewed Land Disposal Policy by June 2022	Council adopted policy	20/21 policy	Land Disposal Policy developed by June 2022				Submission of final policy to Council for approval by June 2022.	Council resolution copy of the plan
6.3	Provision of sustainable Human Settlements in all the three towns by 30 June 2022.	Reviewed of Municipal Housing Rental Policy by June 2022	Council adopted policy	Municipal rental housing policy in place by 2020/21	Reviewed of Municipal Housing Rental Policy by June 2022				Submission of final policy to Council for approval by June 2022.	Council resolution copy of the plan

Key Performance Area 6: HUMAN SETTLEMENT

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

PERFORMANCE OBJECTIVES AND INDICATORS

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of supporting evidence
6.4	Management of Local Disaster per incident	Reviewed and implemented of local disaster management plan by June 2022	Council adopted policy	Local Disaster Management Plan in place 2020/21	Reviewed Disaster Management Plan by June 2022				Submit the final reviewed Plan to Council by May 2022	Council resolution and Copy of the Plan
6.5	Provision of sustainable Commonage Management	Reviewed Commonage Management plan by June 2022	Council adopted policy	Commonage management plan in place	Reviewed Commonage Management Plan by June 2022				Submit final plan to Council by May 2022	Council resolution and Copy of the Plan
6.6	Management of Sports and Facilities	Reviewed Sports and Facilities Management plan by June 2022	Council adopted policy	19/20 Sports facility Management plan	Reviewed Sports and Facilities Management policy by June 2022				Submit final draft to Council by May 2022	Council resolution and Copy of the Policy
6.7	Management of Municipal Amenities	Reviewed Cemetery Management plan by June 2022	Council adopted policy	Cemetery Management plan in place	Review of Cemetery management Policy by June 2022				Submission of final policy to Council for approval by June 2022	Council resolution copy of the plan

Key Performance Area 6: HUMAN SETTLEMENT

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

PERFORMANCE OBJECTIVES AND INDICATORS

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of supporting evidence
6.8	Environmental Management	Reviewed IWMP Integrated Waste Management Plan by September 2021	Approved Plan	19/20 Adopted IWMP	Reviewed IWMP Integrated Waste Management Plan by September 2021	Reviewed IWMP Integrated Waste Management Plan by September 2021				Approved plan Council Resolution
6.9	Basic Services and Infrastructure Development	Eight thousands (8000) formalised households provided with weekly waste removal services in all three (3) towns.	monthly reports	Weekly refuse collection from all households.	Provision of refuse removal from all households by end of June 2021. Zastron= Rouxville = Smithfield =	Four (4) reports per town on refuse removal. 12 reports per quarter	Four (4) reports per town on refuse removal.	Four (4) reports per town on refuse removal.	Four (4) reports per town on refuse removal.	Monthly and quarterly refuse removal reports and the register.
6.10	Traffic Management	Reports on Special operation per town	Quarterly reports	New kpi	12 Annual Reports on Special operations undertaken	Quarterly reports on monthly Special Operations Undertaken per Town	Quarterly reports on monthly Special Operations Undertaken per Town	Quarterly reports on monthly Special Operations Undertaken per Town	Quarterly reports on monthly Special Operations Undertaken per Town	Quarterly reports on monthly Special Operations Undertaken per Town

Key Performance Area 6: HUMAN SETTLEMENT

QUARTERLY PERFORMANCE TARGETS AND FEEDBACK ON ACTUAL PERFORMANCE

FOR THE PERIOD 1 JULY 2021-30 JUNE 2022

PERFORMANCE OBJECTIVES AND INDICATORS

ID	Strategic Objective	Key Performance Indicator (KPI)	Unit of Measurement	Baseline 2020/21	Annual Target 2021/22	Quarterly Target Q1	Quarterly Target Q2	Quarterly Target Q3	Quarterly Target Q4	Source of supporting evidence
6.1 1	Traffic Management	Developed and adopted Traffic Policy by June 2022	Adopted 2022/2023 Traffic Policy	New KPI	Developed and adopted Traffic Policy by June 2022				Adopted 2022/2023 Traffic Policy	Adopted copy of Traffic Policy
6.1 2	Traffic Management	Reports on Municipal vehicle roadworthy	Monthly reports on Municipal Vehicle roadworthy	New KPI	4 Quarterly reports on Municipal Vehicle Roadworthy	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports	Quarterly reports