ADJUSTED

SERVICE DELIVERY

AND

BUDGET IMPLEMENTATION

PLAN

2023/2024 FINANCIAL

1. INTRODUCTION

The Local Government: Municipal Systems Act, Act 32 of 2000 (MSA), section 38 requires the institutionalisation of performance management in local government which is commensurate with its resources; best suited to its circumstances; and in line with the priorities, objectives, indicators, and targets contained in its Integrated Development Plan (IDP). The Service Delivery and Budget Implementation Plan (known as the SDBIP) is a detailed plan as approved by the Executive Mayor for the implementation of the municipality's IDP by way of delivery of municipal services and its annual budget. Metsimaholo Local Municipality, "the Municipality", uses the municipal scorecard (Top Level/Layer SDBIP) at organisational level and through the detailed departmental Service Delivery Budget Implementation Plan (SDBIP) at directorate/departmental level through which the organisational performance will be evaluated. The Top Level SDBIP is of a high-order nature, dealing with consolidated service delivery targets set by Council and linking such targets to the service delivery performance of senior management, therefore providing an overall picture of performance for the municipality, reflecting performance on its strategic priorities, and facilitating the oversight over financial and non-financial performance of the municipality.

2. DEFINITION OF THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)

The SDBIP is a document that seeks to translate the strategic objectives and goals in the IDP and the budget estimates in the Budget into concrete annual plan with clear plans, key performance indicators, targets, and budgets in terms of which performance of the municipality would be monitored and evaluated throughout the financial year.
In specific terms Section 1 of the Local Government: Municipal Finance Management Act, Act 56 of 2003 (MFMA) defines the SDBIP as follows:

> *"a detailed plan approved by the mayor of a municipality in terms of section 53(1)(c)(ii) for implementing the municipality's delivery of services and the execution of its annual budget and which must include the following:*
>
> *(a) Projections for each month of:*
> - *revenue to be collected by source; and*
> - *operational and capital expenditure, by vote.*
>
> *(b) Service delivery targets and performance indicators for each quarter*
>
> *(c) Any other matters that may be prescribed, and includes any revisions of such plan by the mayor in terms of section 54(1)(c)"*

The SDBIP is compiled in terms of the MFMA Guidelines, Circular 13, and gives effect to the IDP and annual budget. These are two components integral to the implementation and entrenchment of our performance management framework. The SDBIP facilitates accountability and transparency of the municipal administration and managers to the Council. It also fosters the management, implementation and monitoring of the budget, the performance of top management and the achievement of the strategic objectives as laid out in the IDP.

The SDBIP enables the Municipal Manager to monitor the performance of Senior Managers, the Mayor to monitor the performance of the Municipal Manager and for the community to monitor the performance of the municipality as each activity contains outputs, outcomes, and timeframes. The SDBIP is compiled on an annual basis and includes a 3-year capital budget programme.
The SDBIP is yet another step forward aimed at pumping life into the principle of democratic and accountable (local) government as enshrined in Section 152 (a) of the Constitution. In terms of the provisions of the aforesaid Act and accompanying circulars and regulations, the processes for the submission, approval, implementation, and revision of the SDBIP are governed by the following sections of the MFMA:

- Section 69 (3)(a)
- Section 53 (1) (c) (ii) and (iii)
- Section 54 (1)(c)
- Section 71 (1)(g)(ii)
- Section 72 (1)(a)(ii)
- Section 53 (3)(a) and (b)

3. LEGISLATIVE FRAMEWORK

The process to adjust the SDBIP is guided by the MFMA of which Section 72 of the states the following:

The accounting officer of a municipality must, by 25 January of each year –

(a) Assess the performance of the municipality during the first half of the financial year, taking into account:

i. the monthly statements referred to in section 71 for the first half of the financial year;
ii. the municipality's service delivery performance during the first half of the financial year, and the service delivery targets, and performance indicators set in the service delivery budget implementation plan;
iii. the past year's annual report, and progress on resolving problems identified in the annual report

Section 54(1) –

On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must-

(c) consider and, if necessary, make any revision to the service delivery and budget implementation plan, provided that the revision to the service delivery targets and performance indicators in the plan may only be made with the approval of council following the approval of an adjustment budget.

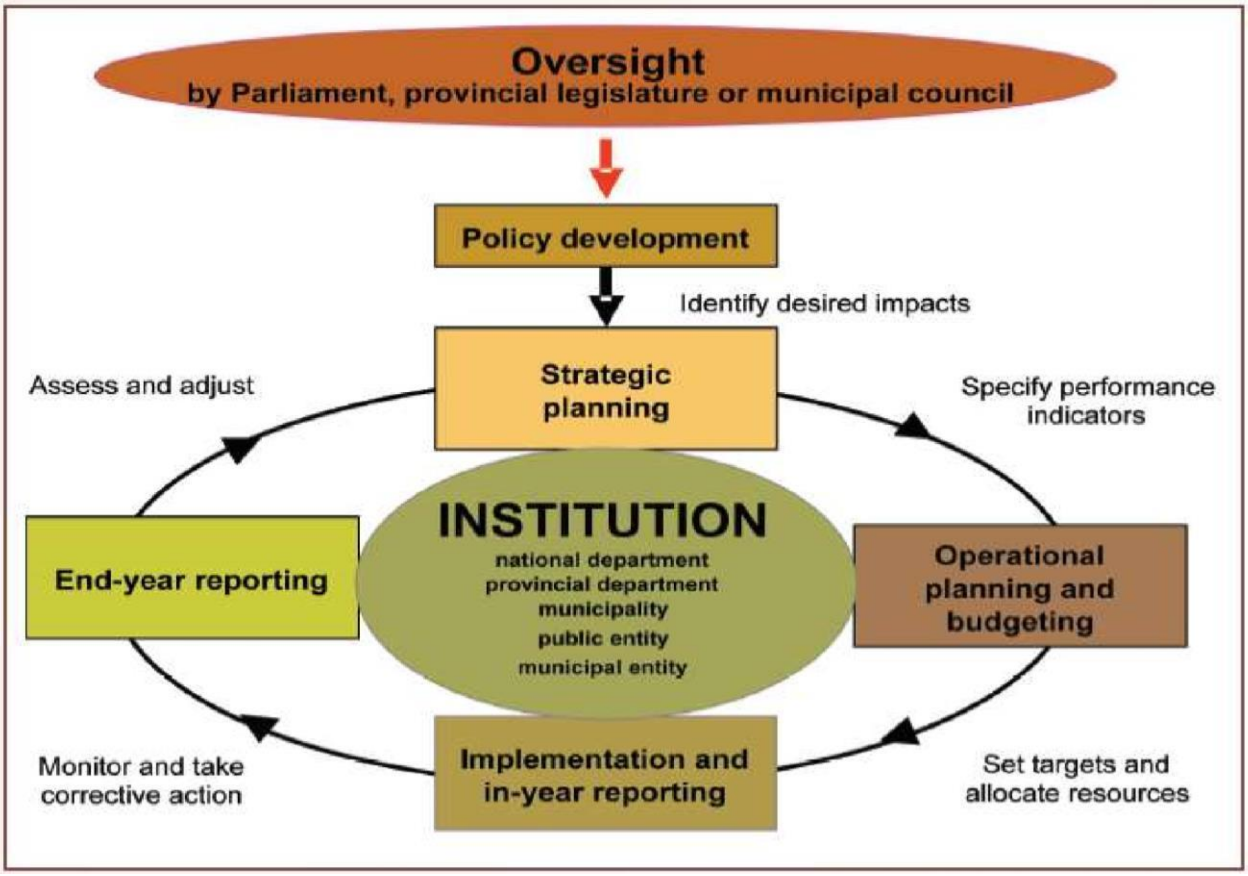
The SDBIP therefore may be revised after the consideration of, amongst others –

- financial performance (monthly statements);
- service delivery performance (mid-year performance assessment);

- annual performance assessment of the previous financial year; and

4. FRAMEWORK FOR THE SDBIP

The SDBIP is part of the broader planning framework across local government. It constitutes an operational planning component as part of local planning framework located with within the broader planning framework of government. The diagram below locates the SDBIP within the framework.



The SDBIP is a vital component of the performance management system. It basically represents a fusion of IDP and PMS in that it concretizes the relationship between plans in the IDP, indicators in the PMS Framework and the estimates in the budget into an annual plan with measurable targets for monitoring and evaluation.

The performance of the municipality relates directly to the extent to which it has achieved success in realising its goals and objectives, complied with legislative requirements and meeting stakeholder expectations. The municipality therefore has adopted one integrated performance management system (framework) which encompasses:

- Planning (setting goals, objectives, targets and benchmarks);
- Monitoring (regular monitoring and checking on the progress against plan);
- Measurement (indicators of success);

- Review (identifying areas requiring change and improvement);
- Reporting (what information, to whom, from whom, how often and for what purpose);
- Improvement (making changes where necessary).

The performance information concepts used by the Municipality in its integrated performance management system are aligned to the ***Framework of Managing Programme Performance Information*** issued by the National Treasury as illustrated below:

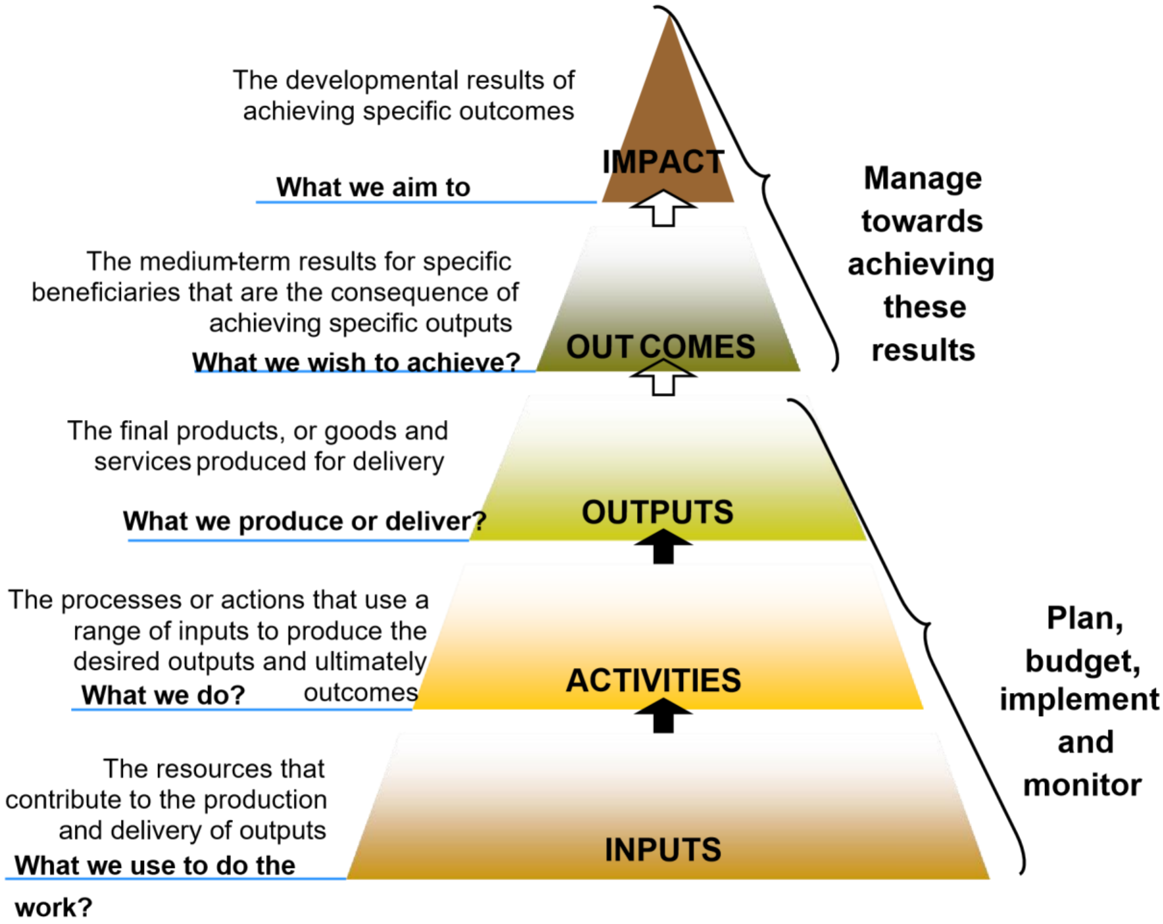


FIGURE 1 DEFINITION OF PERFORMANCE INFORMATION CONCEPTS

5. MONITORING, REPORTING AND REVISION

5.1. Monitoring and Reporting

Monthly reports will be submitted by the Directors to the Municipal Manager and by the Municipal Manager to the Executive Mayor in terms of section 71(g)(ii) of the MFMA. Monthly reports will also be submitted to Clusters for review and assessment.

Quarterly reports will be submitted by the Executive Mayor (Mayoral Committee) to Council in terms of section 52(d) of the MFMA indicating progress being made with the implementation of the SDBIP.

It should also be noted that in terms of section 54(1)(c) any revisions to the SDBIP service delivery targets and performance indicators may only be made with the approval of the Council following approval of an adjustments budget.

It is also required in terms of section 121 that the Annual Report of the municipality must include an assessment of performance against measurable objectives and the approved SDBIP.

- **Monthly** reports must be submitted by the MM to the Executive Mayor (s71 of MFMA)
- **Quarterly** reports must be submitted by the Executive Mayor to Council (s52 of MFMA)
- **Mid-year** budget and performance assessment report must be submitted by the MM to the Executive Mayor (s72 of MFMA)

5.2. Revision:

Any revisions to the SDBIP service delivery targets and performance indicators may only be made with the approval of the Council following approval of an adjustments budget (s54 of MFMA).

The approval to adjust the SDBIP together with the Budget was pronounced by council during the council meeting held 31 January 2024, as a resolution to the tabling of the 2023/24 Mid-year Report tabled in terms of section 72 of the MFMA.

5.3. Annual Report:

The Annual Report of the municipality must include an assessment of performance against measurable objectives and the approved SDBIP (s121 of MFMA)

6. THE PROCESS FOLLOWED IN THE DEVELOPMENT OF THE 2023/2024 SDBIP ADJUSTMENT

The process towards the development of the adjustment of the 2023/2024 SDBIP took into consideration the legislative requirement as per the MFMA. Furthermore, to ensure the credibility of the information, the following was undertaken:

- Amendments to targets where the budget adjustment require it;
- Amendments to targets where annual targets would not be met;
- Engagements with departments where changes were made to indicators which were realised to not be SMART (either specific; measurable; achievable; realistic; and/or timebound) during reporting of the first two (2) quarters and to also correct administrative errors.

The calculation or adjustment of the targets contained in this report are based on mid-year performance as tabled to Council on 31 January 2024.

7. REASONS FOR THE AMENDMENTS TO THE SDBIP

Adjustments have only been proposed for Quarters 3 and 4 to ensure that annual targets will be met or where indicators were realised not to be SMART.

Adjustments were as follows:

KPI to be adjusted	Reasons for adjustment	New KPI or Target
KEY PEFORMANCE AREA (KPA 1): BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT		
TECHNICAL SERVICES		
1.2 Water and Sewer Master Plan developed	Only Sasolburg based Sewer Master Plan was developed in 2019 and will lapse in the current year hence Q3 & Q4 targets are adjusted to make provision for procurement of the service provider to conduct the new study for all towns.	Quarter 3 target: Advertisement for Professional Service Provider (Consulting Engineer). Quarter 4 target: Appointment off the Professional Service Provider (Consulting Engineer).
1.3 Number of Conventional water meters replaced with prepaid meters in all the identified areas.	A detailed conventional meters audit needs to be conducted and internally there is no capacity and budget to outsource the activity. Revision of the Q3 and Q4 targets to make provision for advertisement and procurement, respectively. The Replacement Programme will be done once the Audit is in place and public participations have been conducted.	Quarter 3 target: Advertisement for Professional Service Provider (Consulting Engineer). Quarter 4 target: Appointment off the Service Provider for meter Audit.
1.4 Number of kms of obsolete asbestos/old water pipes replaced	Project planned for implementation in 2024/25 FY hence adjustment of Q3 and Q4 targets is necessary for advertisement and appointment of the Consulting Engineer (PSP).	Quarter 3 target: Advertisement for Professional Service Provider (Consulting Engineer). Quarter 4 target: Appointment off the Professional Service Provider (Consulting Engineer).
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**

1.7 Number of new water connections to communal or public facilities (Circular 88 Indicators)	Challenges with finalising connections. Quarters 3 will be adjusted to meet the annual target.	2 new water connections to communal (taps) or public facilities.
1.10. Number of sewer connections to consumer units installed. (Circular 88 Indicators)	The municipality is not the Implementing Agent, but rather the project is implemented by the Department of Human Settlement in a multiyear and not the municipality. The target set will not be achieved by the end of FY as the contractor is yet to establish site. The municipality has however fulfilled its obligation to the project by availing land and approving the plan. Once the contractor has been appointed by Human Settlement for the approved 3075 as advertised, the role of the municipality will be to monitor the project and ensure quality control.	Quarter 3 & 4: Official communication to the Department of Human Settlements on the progress of sewer connections to consumer units installed.
1.14 Integrated Energy Plans (IEP) developed, annually reviewed, and submitted to Council for approval	KPI not internally budgeted for Professional Services Providers (PSP) to conduct/develop the IEP hence adjustment of Q3 and Q4 targets is necessary for advertisement and appointment of the Consulting Engineer (PSP).	Quarter 3 target: Advertisement for PSP (Consulting Engineer) to develop IEP. Quarter 4 target: Appointment of the PSP (Consulting Engineer) to develop the IEP.
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
1.15 Number of households Electricity connections installed (Circular 88 Indicators)	It is a multiyear project with number of connections made in the last FY.	Annual Target will be revised to 400, to align to the approval allocation by DoE for the financial year.

	Connections also depend on approval by the Department of Energy (DoE).	
1.17 Number of High mast lights erected	KPI dependent on the projected municipal collection rate which is currently below target. Advert for appointment of Service Provider be finalised in Q3, appointment and erection of 5 High mast lights in Q4.	Quarter 3 target: Advertisement for a Professional Service Provider (Consulting Engineer) to design the High mast lights. Quarter 4 target: Appointment off the Service Provider for erection of 5 High mast lights.
1.19 Number of m^2 of new municipal roads built (Circular 88 Indicators)	The municipality did not allocate financial resources to appoint a service provider for resealing, but provision has been made in the adjustment budget for procurement of a service provider.	Quarter 3: Advertising for a Professional Service Provider to do resealing. Quarter 4: Appointment of a service provider and implementation of the project. Target to be revised 7000m^2 in Quarter 4.
1.28 Number of Business Plans developed and submitted to (MIG, DoE, DWS, INEP) (NEW)	Business Plan are developed and submitted to Sector Departments which they normally communicate the outcome in Q4.	Quarter 3: Proof of submission of at least 2 Business Plans to Sector Department communication on submitted Business Plans Quarter 4: Report on outcome of submitted Business Plans.

KPI to be adjusted	Reasons for adjustment	New KPI or Target
1.29 % of approved building plans comments within specified period of time (30 days <500m^2 and 60 days >500m^2) (NEW)	KPI revised to effectively monitor the role of Technical Services In the process of finalising the approval of building plans by LED within the legislated time frame.	1.29 (i) % of comments within 10 working days on building plans to be approved (specified period of time) (30 days <500m^2) (NEW) Quarter 3 & 4 target: 100% of technical comments made on the submitted building plans

	The indicator has been split to individually monitor the <500m^2 and >500m^2 building plans.	<500m^2 within 10 working days of receipt from LED.
1.29 % of approved building plans comments within specified period of time (30 days <500m^2 and 60 days >500m^2) (NEW)	KPI revised to effectively monitor the role of Technical Services In the process of finalising the approval of building plans by LED within the legislated time frame. The indicator has been split to individually monitor the <500m^2 and >500m^2 building plans.	1.29(ii) % of comments within 10 working days on building plans to be approved (specified period of time) (60 days >500m^2) (NEW) Quarter 3 & 4 target: 100% of technical comments made on the submitted building plans >500m^2 within 10 working days of receipt from LED.
1.30 % of OPEX Allocation/Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated OPEX Budget spent Quarter 4: 100% of allocated OPEX Budget spent
1.31 % of CAPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated CAPEX Budget spent Quarter 4: 100% of allocated CAPEX Budget spent
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
1.32 % of vacancy rate maintained to 75% of total staff compliment/ establishment	KPI revised as it is ambiguous, vacancy rate should be curbed at 25% and not 75%. Quarterly status reporting will be 75% posts filled.	% of vacancy rate maintained at 25% of total departmental staff compliment/ establishment Quarter 4: 75% of total staff compliment/ establishment maintained
1.33 Number of Procurement Plan compiled and submitted to SCM	2024/25 Procurement Plan must be compiled and submitted to SCM for	Quarter 4: 2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024

	compilation of institutional Procurement Plan	
1.34 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis	To ensure quarterly reporting to SCM and alignment to PMS reporting submission date has been aligned	Quarter 3 & 4: 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.
SOCIAL SERVICES		
1.35 Integrated Waste Management Plan (IWMP) developed, annually reviewed and submitted to Council for approval	3-Year IWMP (2024/25-2026/27) to align with the remaining council term will be tabled by 30 June 2024. The 5-year plan will be developed to align with next council term.	Quarter 4: 3-Year IWMP (2024/25-2026/27) tabled in council by 30 June 2024.
1.40 Number of Sports & Recreational Parks developed It should be noted that the Sports & Recreational Parks will be classified as a Family Park	The municipality does not have the financial capacity to do the development on its own so potential funders will be engaged during Q3 for sponsoring the development which is envisaged to be completed by 30 June 2024.	Quarter 3: Engagements with stakeholders for sponsoring of the development of the sport & recreation park (Family Park) Quarter 4: 1 Sports & Recreational Park (Family Park) developed by 30 June 2024
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
1.43 Review of Disaster Management Plan	Disaster Management Plan will be reviewed and tabled in council by 30 June 2024.	Quarter 3: No target Quarter 4: Disaster Management Plan reviewed and tabled in council by 30 June 2024.

1.51 % of OPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated OPEX Budget spent Quarter 4: 100% of allocated OPEX Budget spent
1.52 % of CAPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated CAPEX Budget spent Quarter 4: 100% of allocated CAPEX Budget spent
1.53 Number of Procurement Plan compiled and submitted to SCM	2024/25 Procurement Plan must be compiled and submitted to SCM for compilation of institutional Procurement Plan	Quarter 4: 2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024
1.54 % of vacancy rate maintained to 75% of total staff compliment/ establishment	KPI revised as it is ambiguous, vacancy rate should be curbed at 25% and not 75%. Quarterly status reporting will be 75% posts filled.	% of vacancy rate maintained at 25% of total departmental staff compliment/ establishment Quarter 4: 75% of total staff compliment/ establishment maintained
1.55 100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	To ensure quarterly reporting to SCM and alignment to PMS reporting submission date has been aligned	Quarter 3 & 4:100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
KEY PEFORMANCE AREA (KPA2): LOCAL ECONOMIC DEVELOPMENT		
ECONOMIC DEVELOPMENT, MARKETING & TOURISM, HOUSING & URBAN PLANNING		

2.8 LED Forum meetings convened on quarterly basis	LED Forums can not be convened, however LED Sector Engagements are held, so KPI revised accordingly	Number of LED Sector Engagements convened on quarterly basis
2.10 Application for Accreditation status for Housing Development (HAD)	There is a new National Accreditation Framework approved and all municipalities must familiarise themselves with and ensure that the accreditation process is aligned with the new framework. Thus, negatively impacts our accreditation process as we need to review our business plans to align with the framework	Quarter 3: Review of the Accreditation Business Plan, Quarter 4 to be approved and adopted by Council
2.11 % of processed applications and building plans approved	Duplication with KPI 2.18 However, to ensure indicator is more measurable, the unit of measure will be number and not %.	Number of Processed land development applications (Not building plans) Quarter 3 & 4: 3 applications processed
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
2.12 % of newly acquired properties registered in Municipality's name	The municipality does not have the resources to acquire properties from private owners thus we only approach public departments (E.g., Dept of Education, Public Works, etc.).	Number of Government Depts/Entities approached to acquire land/properties quarterly Quarter 3 & 4: 2 Departments/Entities approached

	However, to ensure indicator is more measurable, the unit of measure will be number and not %.	
2.14 Number of Land Use Schemes reviewed and approved by Council	Process revised to ensure finalization of report for public participation and tabling in council.	Quarter 3: Monitoring and finalization of LUMS Report with consultants. Quarter 4: Public Participation and tabling of Final LUMS report to council for approval by 30 June 2024.
2.15 Spatial Development Framework (SDF) and approved by Council	Process to unfold to ensure that SDF is developed revised	Quarter 3: Appointment of Service provider Quarter 4: Engagements with the service provider Establishment of a Project Steering Committee Project Inception
2.16 Number of informal Settlements formalized	This KPI is targeting Mooidraai whilst Mooidraai is an approved township	% of land development applications for the formalization of informal settlements quarterly
2.18 % of approved building plans within specified period of time (30 days $<500mm^2$ and 60 days $>500m^2$)	The indicator has been split to individually monitor the $<500m^2$ and $>500m^2$ building plans.	.18 (i) % of building plans $<500m^2$ approved within 30 days Quarter 3 & 4 target: 100% building plans $<500m^2$ approved within 30 days.
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
2.18 % of approved building plans within specified period of time (30 days $<500mm^2$ and 60 days $>500m^2$)	The indicator has been split to individually monitor the $<500m^2$ and $>500m^2$ building plans.	2.18 (ii) % of building plans $>500m^2$ approved within 60 days

		Quarter 3 & 4 target: 100% building plans >$500m^2$ approved within 60 days.
2.24 % of OPEX Allocation/Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated OPEX Budget spent Quarter 4: 100% of allocated OPEX Budget spent
2.25 % of CAPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated CAPEX Budget spent Quarter 4: 100% of allocated CAPEX Budget spent
2.26 % of vacancy rate maintained to 75% of total staff compliment/ establishment	KPI revised as it is ambiguous, vacancy rate should be curbed at 25% and not 75%. Quarterly status reporting will be 75% posts filled.	% of vacancy rate maintained at 25% of total departmental staff compliment/ establishment Quarter 4: 75% of total staff compliment/ establishment maintained
2.27 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis	To ensure quarterly reporting to SCM and alignment to PMS reporting submission date has been aligned	Quarter 3 & 4: 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.
2.28 Number of Procurement Plan compiled and submitted to SCM	2024/25 Procurement Plan must be compiled and submitted to SCM for compilation of institutional Procurement Plan	Quarter 4: 2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
FINANCE		

3.13 Updating of fixed Asset Register annually	AG did not audit Asset Management during the 2022/23 audit due to the asset register not being auditable, so Asset Management had to review the asset register and recompile.	Quarter 3: 60% Update of fixed Asset Register Quarter 4: 100% Update of fixed Asset Register
3.16 % of Contract/SLAs signed in line with tender regulation (within 14 days after receipt of acceptance letter)	Given the practicality to allow all role players (SCM, Legal and Service Provider) sufficient time to engage on the Contract/SLA the timeframe for signing after receipt of the acceptance letter is revised to 30 days as 14 days is currently not realistic.	Quarter 3 & 4 target: 100% of Contract/SLAs signed in line with tender regulations (within 30 days after receipt of acceptance letter)
3.17 Number of Procurement Plan compiled and submitted to Treasury	2023/24 Procurement Plan needs to be revised to align to Adjusted Budget and SDBIP.	Quarter 3: Approved revised 2023/24 Procurement Plan tabled in council Quarter 4: 2024/25 Institutional Procurement Plan must be compiled and submitted to council by 30 June 2024
3.18 %of tenders (>R200 000) awarded within 90 days of advertisement	Performance to be monitored during all quarters	Quarter 3 & 4: 100% of tenders (>R200 000) awarded within 90 days of advertisement
3.22 % of OPEX Allocation/Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated OPEX Budget spent Quarter 4: 100% of allocated OPEX Budget spent
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**

3.23 % of CAPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated CAPEX Budget spent Quarter 4: 100% of allocated CAPEX Budget spent
3.24 % of vacancy rate maintained to 75% of total staff compliment/ establishment	KPI revised as it is ambiguous, vacancy rate should be curbed at 25% and not 75%. Quarterly status reporting will be 75% posts filled.	% of vacancy rate maintained at 25% of total departmental staff compliment/ establishment Quarter 4: 75% of total staff compliment/ establishment maintained
3.25 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis	To ensure quarterly reporting to SCM and alignment to PMS reporting submission date has been aligned	Quarter 3 & 4: 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.
3.26 Number of Procurement Plan compiled and submitted to SCM	2024/25 Procurement Plan must be compiled and submitted to SCM for compilation of institutional Procurement Plan	Quarter 4: 2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024
CORPORATE SERVICES		
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
4.1 Organizational Structure reviewed and submitted to Council for approval	HR has put measures in place towards finalising the organisational structure as required by the Staff Regulations, so performance targets have been adjusted to ensure finalization of a functional	Quarter 3: Progress report on the development of the organizational structure tabled in council. Quarter 4: Draft structure presented to council by 30 June 2024

	organizational structure that address the capacity needs of the municipality	
4.15 Record Management Policy & Procedure Manual developed and submitted to Council for approval.	Finalisation of Record Management Policy will be by 30 June 2024 as DCOG is still supporting with the development of the Policy and some information has been request from the Provincial Archivist, Quarter 3 will not be achievable	Quarter 4: Record Management Policy to be tabled by 30 June 2024
4.21 % of Contacts/ SLAs rereferred and finalised in line with tender regulations	For ease of monitoring performance, a time frame has been allocated	Quarter 3 & Quarter 4: 100% of Contacts/ SLAs rereferred and finalised in line with tender regulations within 10 days of receipt from end-user.
4.22 % of OPEX Allocation/Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated OPEX Budget spent Quarter 4: 100% of allocated OPEX Budget spent
4.23 % of CAPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated CAPEX Budget spent t
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
		Quarter 4: 100% of allocated CAPEX Budget spent
4.24 % of vacancy rate maintained to 75% of total staff compliment/ establishment	KPI revised as it is ambiguous, vacancy rate should be curbed at 25% and not 75%. Quarterly status reporting will be 75% posts filled.	% of vacancy rate maintained at 25% of total departmental staff compliment/ establishment

		Quarter 4: 75% of total staff compliment/ establishment maintained
4.25 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis	To ensure quarterly reporting to SCM and alignment to PMS reporting submission date has been aligned	Quarter 3 & 4: 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.
4.26 Number of Procurement Plan compiled and submitted to SCM	2024/25 Procurement Plan must be compiled and submitted to SCM for compilation of institutional Procurement Plan	Quarter 4: 2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024
OFFICE OF THE MAYOR		
5.1 Number of public and special outreach programmes conducted for the needs of Vulnerable groups (Women, elderly, children & Disabled) within the community	Set targets equate to more than the annual target	3 public and special outreach programmes conducted for the needs of Vulnerable groups (Women, elderly, children & Disabled) within the community
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
5.3 Number of Youth Awareness programmes (Alcohol/Drug Abuse, Teenage pregnancy & Youth Day commemoration) conducted	To achieve the annual target, adjustment has been made to the 3rd quarter as performance was not achieved in quarter 1	Quarter 3: 2 Youth Awareness programmes (Alcohol/Drug Abuse, Teenage pregnancy & Youth Day commemoration) conducted
5.4 Number of Public Health Awareness programmes conducted (HIV/AIDS, TB, Cancer & Covid19.)	To achieve the annual target, adjustment has been made to the 4th quarter as	Quarter 4: 2 Public Health Awareness programme conducted

	performance was not achieved in quarter 1	
5.7 % of OPEX Allocation/Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated OPEX Budget spent Quarter 4: 100% of allocated OPEX Budget spent
5.8 % of CAPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated CAPEX Budget spent Quarter 4: 100% of allocated CAPEX Budget spent
5.9 % of vacancy rate maintained to 75% of total staff compliment/ establishment	KPI revised as it is ambiguous, vacancy rate should be curbed at 25% and not 75%. Quarterly status reporting will be 75% posts filled.	% of vacancy rate maintained at 25% of total departmental staff compliment/ establishment Quarter 4: 75% of total staff compliment/ establishment maintained
5.10 Number of Procurement Plan compiled and submitted to SCM	2024/25 Procurement Plan must be compiled and submitted to SCM for compilation of institutional Procurement Plan	Quarter 4: 2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
OFFICE OF THE SPEAKER		
5.12 Number of Ward Meetings held by Ward Councillors per ward.	The phrasing of the quarter targets ambiguous.	Quarter 3 & 4: 23 Ward meetings per quarter (1 held by each ward councillor per quarter)

5.14 Number of Ward Committees established	There is a need for quarterly reporting on the establishment of Ward Committees to monitor vacancies and new appointments	Quarter 3 & 4: 23 Ward Committee reports on the status of the establishment of Ward Committees
5.17 % of OPEX Allocation/Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated OPEX Budget spent Quarter 4: 100% of allocated OPEX Budget spent
5.18 % of CAPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated CAPEX Budget spent Quarter 4: 100% of allocated CAPEX Budget spent
5.19 % of vacancy rate maintained to 75% of total staff compliment/ establishment	KPI revised as it is ambiguous, vacancy rate should be curbed at 25% and not 75%. Quarterly status reporting will be 75% posts filled.	% of vacancy rate maintained at 25% of total departmental staff compliment/ establishment Quarter 4: 75% of total staff compliment/ establishment maintained
5.20 Number of Procurement Plan compiled and submitted to SCM	2024/25 Procurement Plan must be compiled and submitted to SCM for compilation of institutional Procurement Plan	Quarter 4: 2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
OFFICE OF COUNCIL WHIP		
5.21 % of OPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated OPEX Budget spent

		Quarter 4: 100% of allocated OPEX Budget spent
5.22 % of vacancy rate maintained to 75% of total staff compliment/ establishment	KPI revised as it is ambiguous, vacancy rate should be curbed at 25% and not 75%. Quarterly status reporting will be 75% posts filled.	% of vacancy rate maintained at 25% of total departmental staff compliment/ establishment Quarter 4: 75% of total staff compliment/ establishment maintained
5.23 Number of Procurement Plan compiled and submitted to SCM (New)	2024/25 Procurement Plan must be compiled and submitted to SCM for compilation of institutional Procurement Plan	Quarter 4: 2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024
OFFICE OF THE MUNICIPAL MANAGER		
5.27 PMDS Policy / Framework developed reviewed and approved by Council	PMDS Policy must be revised to incorporate AG 2022/23 findings	Revised 2024/25 Policy tabled in council by 30 June 2024
5.28 SDBIP developed and approved by Executive Mayor 28 days after the approval of IDP & Budget	There was no provision for the Revised 2023/24 SDBIP (tabling February 2024) and Draft 2024/25 SDBIP (tabling March 2024)	Quarter 3: Revised 2023/24 SDBIP 2024/25 Draft SDBIP Quarter 4: Final 2024/25 SDBIP
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
5.29 Number of Performance Reports compiled and submitted to Council	Reports tabled in council need to be indicated correctly	Quarter 3: 1 Performance Report submitted (Mid-year Performance Report) Quarter 4: 1 Performance Report submitted (3rd Quarter Performance Report)

5.49 Communication Strategy developed, reviewed annually, and submitted to Council for approval	It will not be feasible to table the Communication Strategy by the end of Quarter 3	Communication Strategy will be tabled in Council for adoption by 30 June 2024
5.50 % of publications publicized to community as an when received	KPA was not SMART	% of publications of MFMA s75 documents and other legislated documents in line with section 21A and 21B of the MSA to the community as and when received from the end user
4.22 % of OPEX Allocation/Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated OPEX Budget spent Quarter 4: 100% of allocated OPEX Budget spent
4.23 % of CAPEX Allocation/ Budgeted spent	Revised so that progress can be provided in Q3 at 75% and 100% at Q4 as 100% cannot be spent in Q3.	Quarter 3: 75% of allocated CAPEX Budget spent Quarter 4: 100% of allocated CAPEX Budget spent
4.24 % of vacancy rate maintained to 75% of total staff compliment/ establishment	KPI revised as it is ambiguous, vacancy rate should be curbed at 25% and not 75%. Quarterly status reporting will be 75% posts filled.	% of vacancy rate maintained at 25% of total departmental staff compliment/ establishment Quarter 4: 75% of total staff compliment/ establishment maintained
KPI to be adjusted	**Reasons for adjustment**	**New KPI or Target**
4.25 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis	To ensure quarterly reporting to SCM and alignment to PMS reporting submission date has been aligned	Quarter 3 & 4: 100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and

		reported on quarterly basis within 9 days of the month/quarter.
4.26 Number of Procurement Plan compiled and submitted to SCM	2024/25 Procurement Plan must be compiled and submitted to SCM for compilation of institutional Procurement Plan	Quarter 4: 2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024

7. AG FINDINGS ON SDBIP DURING 2022/23 AUDIT

During the 2022/23 audit by the Auditor General there were findings on pre-determined objectives/KPIs that were reflected on in the IDP but did not find expression in the SDBIP for the 2022/23 financial year.

Management had envisaged inclusion of those findings to be included in the revised 2023/24 SDBIP, however due to availability of resources and for better planning, management has resolved that provision will be made for the inclusion of the following identified pre-determined objectives/KPIs applicable to the municipality and implementable according to available resources in the planning of the 2024/25 financial year SDBIP.

	Integrated Development Plan (IDP) output indicators
1	Control of public nuisances
2	Control of undertakings that sell liquor to the public
3	Licensing and control of undertakings that sell food to the public
4	Street lighting
5	Cleansing
6	Prevention of air pollution
7	Building regulations
8	Municipal health services
9	Number/Percentage of Households with Pit latrine without ventilation
10	Eradication of Bucket latrines
11	Replacement of refuse removal fleet
12	Provision of refuse removal bins to all households
13	Provision of waste containers to curb illegal dumping that might cause health hazard
14	Provision of basic electricity services to Mooidraai households
15	Security measures or facilities to protect the infrastructure and avoid continuous cable theft
16	Develop integrated Transport plan
17	Eradication of informal settlements
18	Development of Integrated Security Plan
19	Means taken to reduce the Poverty rate (People living below poverty line)
20	Means taken to improve Human Development Index (HDI)
21	Poverty Alleviation Initiatives
22	Number of Emission Licensed Facilities within MLM
23	Number of Air Pollution Monitoring Station(s)-PM10 Ambient air quality monitoring station (pollution)
24	Development of Air Quality Management Plan (AQMP)
25	Provision of water services to 537 households without water access

PART 1:
GENERAL INFORMATION

1.1. ABOUT THE MUNICIPALITY

Metsimaholo Local Municipality (MLM) is one of the four local municipalities located within the Fezile Dabi District. The municipality was established following the local government elections of 2000 in terms of section 12 of the Local Government: Municipal Structures Act (MSA), Act 117 of 1998. The municipality was formed following the amalgamation of four erstwhile municipalities of Sasolburg, Deneysville, Oranjeville and Vaal Dam. Sasolburg serves as a home for the headquarters of the municipality.

1.2. MISSION, VISION AND VALUES

MISSION

Performing municipality that strives for economic development and Sustainable service delivery through sound, professional, cooperative governance and public participation principles

VISION

An innovative and excellent municipality that facilitates sustainable development through quality service delivery and inclusive economic growth

VALUES

- ***Accountabilit***
- ***Service Excellence***
- ***Integrity***
- ***Partnersh***

1.3. STRATEGIC OBJECTIVES AND PROGRAMMES

A table below outlines the Metsimaholo Local Municipality's strategic priorities as enshrined in the approved IDP.

MUNICIPAL STRATEGIC PRIORITIES

Strategic Objective	Key Performance Area	Programmes
Ensure Municipality broadly delivers Service according to strategic orientation based on Key Sector Plans	**KPA1: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT**	**PROGRAMME:** WATER SERVICES **PROGRAMME:** SANITATION & WASTEWATER **PROGRAMME:** ELECTRICITY & ENERGY SERVICE **PROGRAMME:** ROADS & STORM WATER **PROGRAMME:** PROJECT MANAGEMENT
Ensure universal access to reliable and quality Basic Municipal Services by all Communities		**PROGRAMME:** (HEALTH & CLEANSING) WASTE MANAGEMENT
To build Environmental sustainability and resilience		**PROGRAMME:** PARKS AND RECREATIONAL FACILITIES
To promote and ensure social cohesion and nation building		
To promote and ensure community safety and social protection		**PROGRAMME:** DISASTER MANAGEMENT **PROGRAMME:** FIRE SERVICES **PROGRAMME:** TRAFFIC MANAGEMENT **PROGRAMME:** BY LAWS ENFORCEMENT
Create conducive environment for improving local economic development	**KPA2: LOCAL ECONOM DEVELOPMENT**	**PROGRAMME**: LOCAL ECONOMIC DEVELOPMENT
Use Municipality's buying power to advance economic empowerment of SMMEs & Cooperatives		
To promote integrated and sustainable human settlements and increasing the supply of housing opportunities		**PROGRAMME: HOUSING AND HUMAN SETTLEMENT**
To implement the projects that ensure the Spatial and Economic Integration		**PROGRAMME:** TOWN PLANNING
To Maximize on the Tourism potential of the Municipality		**PROGRAMME**: TOURISM & MARKETING
To improve Municipality's financial planning, revenue collection, expenditure, and reporting capability	**KPA 3: FINANCIAL VIABILITY AND FINANCIAL MANAGEMENT**	**PROGRAMME:** INCOME/REVENUE MANAGEMENT **PROGRAMME**: BUDGET & FINANCIAL STATEMENTS

Strategic Objective	Key Performance Area	Programmes
		PROGRAMME: ASSET MANAGEMENT
		PROGRAMME: EXPENDITURE MANAGEMENT
		PROGRAMME: SUPPLY CHAIN MANAGEMENT
To Improve administrative capability of Municipality	**KPA 4: MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT**	**PROGRAMME:** INSTITUTIONAL DEVELOPMENT
To capacitate and empower workforce		**PROGRAMME:** HUMAN RESOURCE DEVELOPMENT
To promote occupational health and safety environment for all employees		**PROGRAMME:** OCCUPATIONAL HEALTH & SAFETY
To ensure sound Labour Relations so as to minimize Labour disputes and disruptions		**PROGRAMME:** LABOUR RELATIONS
To improve administrative capability of Municipality		**PROGRAMME:** RECORDS MANAGEMENT SERVICES
To promote Legal compliance so as to minimize litigations and Lawsuits		**PROGRAMME:** LEGAL SERVICES
To ensure that there is a coherent approach in a Municipality in dealing with pandemics (incl. HIV/AIDS, Covid 19, TB & GBV)	**KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION**	**PROGRAMME:** SPECIAL PROGRAMMES
To ensure that there are outreach programmes aimed at vulnerable groups (women, children & disabled)		
To implement programmes aimed at Youth development		**PROGRMME:** YOUTH DEVELOPMENT
To provide Leadership and Oversight on Council matters		**PROGRAMME: LEADERSHIP & COUNCIL OVERSIGHT**
Ensure Transparency, Accountability and regular engagements with communities and stakeholders		**PROGRAMME:** PUBLIC PARTICIPATION
Ensure that Ward Committees are functional and interact with communities regularly		
To provide continuous political support on matters affecting management and stability.		**PROGRAMME:** COUNCIL MANAGEMENT (WHIPERY)
Ensure that all Council Committees (S80) sit regularly and process items for Council decisions		**PROGRAMME:** COUNCIL SUPPORT
To provide continuous strategic support on organisational goals and performance		
To ensure legally compliant and credible IDP		**PROGRAMME:** INTEGRATED DEVELOPMENT PLANNING

Strategic Objective	Key Performance Area	Programmes
To improve the administrative capability of Municipality/	**KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION**	**PROGRAMME:** PERFORMANCE MANAGEMENT
		PROGRAMME: INTERNAL AUDIT
To build compliance culture on Municipal applicable prescripts		**PROGRAMME:** COMPLIANCE
To build a risk conscious culture within the organization		**PROGRAMME:** RISK MANAGEMENT
To improve the administrative capability of Municipality/		**PROGRAMME:** INFORMATION COMMUNICATION AND TECHNOLOGY
to promote IGR and effective communication channels with relevant stakeholders		**PROGRAMME:** COMMUNICATIONS
To ensure safety and security of Municipal assets/property		**PROGRAMME:** SECURITY MANAGEMENT

PART 2:
FINANCIAL INFORMATION

2.1. FINANCIAL INFORMATION

2.1.1. Monthly projections of revenue to be collected for each source

FS204 Metsimaholo - Supporting Table SB15 Adjustments Budget - monthly cash flow																
Monthly cash flows	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousands		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Cash Receipts By Source	1															
Property rates		10 617	12 029	10 559	12 039	12 378	–	10 533	–	13 329	13 329	13 329	51 803	159 943	167 757	167 757
Service charges - electricity revenue		24 325	27 460	19 994	25 211	31 014	–	20 918	–	34 862	34 862	34 862	164 835	418 343	435 584	446 139
Service charges - water revenue		15 362	21 379	12 385	12 278	14 639	–	19 047	–	36 859	36 859	36 859	236 643	442 311	461 859	461 930
Service charges - sanitation revenue		2 774	3 775	2 346	2 474	2 249	–	4 081	–	5 925	5 925	5 925	35 622	71 094	73 441	73 442
Service charges - refuse		1 354	1 755	1 580	1 846	1 563	–	1 466	–	3 125	3 125	3 125	18 560	37 498	39 036	38 354
Rental of facilities and equipment		519	614	592	604	565	–	561	–	564	564	564	1 624	6 772	7 111	7 427
Interest earned - external investments		1 523	447	1 420	876	736	–	818	–	–	–	–	(5 820)	–	–	–
Interest earned - outstanding debtors													–			
Dividends received		–	–	–	–	–	–	–	–	8	8	8	75	100	105	110
Fines, penalties and forfeits		0	2	3	23	17	–	0	–	1 008	1 008	1 008	9 029	12 100	13 100	13 100
Licences and permits		–	–	1	–	–	–	–	–	9	9	9	83	111	116	122
Agency services													–			

Transfers and Subsidies - Operational		125 327	–	237	–	14 823	–	11 633	–	23 502	23 502	23 502	59 499	282 025	312 139	342 188
Other revenue		123 264	50 836	29 675	50 782	49 684	–	50 086	–	1 131	1 131	1 131	(344 152)	13 566	2 093	(38 227)
Cash Receipts by Source		**305 064**	**118 298**	**78 789**	**106 134**	**127 669**	**–**	**119 144**	**–**	**120 322**	**120 322**	**120 322**	**227 802**	**1 443 866**	**1 512 341**	**1 512 341**
Other Cash Flows by Source																
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		5 000	8 780	–	–	–	–	–	–	7 125	7 125	7 125	50 342	85 497	89 293	89 293
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educ Institutions)		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Proceeds on Disposal of Fixed and Intangible Assets													–			
Short term loans													–			
Borrowing long term/refinancing		–	–	–	–	–	–	–	–	3 667	3 667	3 667	33 000	44 000	51 000	51 000
Increase (decrease) in consumer deposits		–	149	155	168	26	–	251	–	–	–	–	(748)	–	2 900	2 900
Decrease (increase) in non-current receivables		–	–	–	–	–	–	–	–	4	4	4	34	45	45	45
Decrease (increase) in non-current investments		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Cash Receipts by Source		**310 064**	**127 227**	**78 943**	**106 302**	**127 694**	**–**	**119 394**	**–**	**131 117**	**131 117**	**131 117**	**310 430**	**1 573 407**	**1 655 579**	**1 655 579**
Cash Payments by Type																
Employee related costs		30 865	32 747	33 481	36 274	35 089	–	37 024	–	40 714	40 714	40 714	160 946	488 567	508 691	508 691
Remuneration of councillors													–			
Finance charges		–	–	–	–	–	–	–	–	1 435	1 435	1 435	12 913	17 217	4 000	4 000
Bulk purchases - Electricity	2	48 429	56 755	56 589	32 655	33 880	–	31 949	–	31 447	31 447	31 447	49 073	403 671	423 450	443 353
Acquisitions - water & other inventory	3	20 373	18 659	22 105	23 769	23 370	–	21 659	–	23 491	23 491	23 491	78 283	278 690	288 694	288 694

Contracted services		6 464	(1 101)	449	(780)	(1 658)	–	2 551	–	(5 692)	(5 692)	(5 692)	(57 159)	(68 310)	60 507	59 844
Transfers and grants - other municipalities													–			
Transfers and grants - other													–			
Other expenditure		127 594	8 206	59 882	40 811	53 196	–	44 373	–	5 430	5 430	5 430	(285 193)	65 158	63 577	63 577
Cash Payments by Type		**233 726**	**115 265**	**172 507**	**132 729**	**143 876**	**–**	**137 556**	**–**	**96 823**	**96 823**	**96 823**	**(41 137)**	**1 184 992**	**1 348 920**	**1 368 160**
Other Cash Flows/Payments by Type																
Capital assets		–	3 670	2 162	3 888	4 750	–	–	–	15 270	15 270	15 270	122 956	183 237	55 403	56 065
Repayment of borrowing		–	–	–	–	–	–	–	–	338	338	338	3 040	4 053	4 477	4 477
Other Cash Flows/Payments		–	(6 283)	–	–	2 409	–	–	–	583	583	583	9 124	7 000	3 000	3 000
Total Cash Payments by Type		**233 726**	**112 652**	**174 669**	**136 617**	**151 036**	**–**	**137 556**	**–**	**113 014**	**113 014**	**113 014**	**93 983**	**1 379 282**	**1 411 800**	**1 431 702**
NET INCREASE/(DECREASE) IN CASH HELD		**76 339**	**14 575**	**(95 726)**	**(30 315)**	**(23 341)**	**–**	**(18 162)**	**–**	**18 103**	**18 103**	**18 103**	**216 447**	**194 126**	**243 779**	**223 877**
Cash/cash equivalents at the month/year beginning:		163 391	239 730	254 305	158 579	128 264	104 923	104 923	86 761	86 761	104 864	122 967	141 070	163 391	357 517	601 296
Cash/cash equivalents at the month/year end:		239 730	254 305	158 579	128 264	104 923	104 923	86 761	86 761	104 864	122 967	141 070	357 517	357 517	601 296	825 173
References																
1. Note that this section of Table SB15 is deliberately not linked to Table B4 because timing differences between the invoicing of clients and receiving the cash means that the cashflow will differ from budgeted revenue, and similarly for budgeted expenditure.																
2. Bulk purchases - Electricity & Wastewater - use detail information from Table SB1																
3. Acquisition Inventory - Water & other inventory - use detail information from Table SB2																
					132 729	143 876		137 556		96 823	96 823	96 823	(41 137)	1 184 992	1 348 920	1 368 160
					(30 315)	(23 341)		(18 162)		18 103	18 103	18 103	216 447	194 126	243 779	223 877

2.1.2. Monthly projections of expenditure (operating and capital) and revenue for each vote

FS204 Metsimaholo - Supporting Table SB12 Adjustments Budget - monthly revenue and expenditure (municipal vote)															
Description	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework	
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousands		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Revenue by Vote																
Vote 01 - Executive & Council		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 02 - Municipal Manager		214	236	210	23	377	3	166	7	271	271	271	1 198	3 247	3 363	3 484
Vote 03 - Corporate Services		93	11	–	19	5	230	13	–	70	70	70	247	828	832	847
Vote 04 - Social Services		5 406	5 705	5 436	5 627	5 424	5 481	5 503	158	4 859	4 859	4 859	14 724	68 041	77 317	100 099
Vote 05 - Technical Services		84 277	86 075	89 213	73 140	98 559	88 970	99 058	5 305	116 833	116 833	116 833	370 818	1 345 913	1 291 070	1 339 548
Vote 06 - Financial Services		141 669	24 227	23 400	21 536	21 274	106 607	21 714	1	62 624	62 624	62 624	51 647	599 947	517 312	557 337
Vote 07 - Local Economic Development And Planning		580	688	705	659	643	623	604	31	2 108	2 108	2 108	13 038	23 895	24 475	26 869
Vote 08 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 09 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 10 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 11 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 12 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 13 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 14 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–

Vote 15 - Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Revenue by Vote		**232 239**	**116 942**	**118 963**	**101 005**	**126 283**	**201 914**	**127 059**	**5 502**	**186 764**	**186 764**	**186 764**	**451 672**	**2 041 871**	**1 914 370**	**2 028 184**
Expenditure by Vote	-															
Vote 01 - Executive & Council		3 783	3 808	4 564	4 379	3 645	3 666	3 716	74	6 176	6 176	6 176	12 867	59 030	50 149	51 603
Vote 02 - Municipal Manager		4 667	5 745	6 182	5 766	10 314	8 637	5 303	6 692	10 096	10 096	10 096	19 505	103 097	93 846	93 333
Vote 03 - Corporate Services		3 503	3 630	3 714	7 594	3 392	5 068	2 874	407	5 939	5 939	5 939	13 523	61 524	57 197	60 868
Vote 04 - Social Services		10 641	11 864	11 960	14 675	13 373	11 573	15 222	2 054	16 127	16 127	16 127	52 955	192 699	200 486	211 408
Vote 05 - Technical Services		25 862	78 141	79 426	63 167	89 401	83 916	74 590	44 505	95 786	95 786	95 786	317 122	1 143 488	1 200 335	1 241 889
Vote 06 - Financial Services		8 544	10 020	9 665	12 732	14 525	15 543	10 441	5 403	13 426	13 426	13 426	33 993	161 144	157 395	176 442
Vote 07 - Local Economic Development And Planning		1 764	2 013	2 041	2 287	5 703	2 666	2 072	74	3 493	3 493	3 493	14 820	43 917	37 380	45 715
Vote 08 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 09 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 10 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 11 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 12 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 13 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 14 -		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 15 - Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Expenditure by Vote		**58 764**	**115 220**	**117 552**	**110 600**	**140 353**	**131 070**	**114 219**	**59 210**	**151 043**	**151 043**	**151 043**	**464 784**	**1 764 899**	**1 796 787**	**1 881 258**
Surplus/ (Deficit)		**173 475**	**1 722**	**1 411**	**(9 595)**	**(14 070)**	**70 844**	**12 840**	**(53 709)**	**35 722**	**35 722**	**35 722**	**(13 113)**	**276 972**	**117 583**	**146 925**
References																
1. Surplus (Deficit) must reconcile with budget table A2 and monthly budget statement table C2																

FS204 Metsimaholo - Supporting Table SB14 Adjustments Budget - monthly revenue and expenditure

Description	Ref	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
		July	August	September	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
R thousands		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Revenue By Source																
Exchange Revenue																
Service charges - Electricity		28 760	33 006	25 612	25 905	35 239	25 807	27 139	5 305	39 412	39 412	39 412	159 893	484 903	517 622	541 950
Service charges - Water		41 640	36 717	48 180	33 391	42 436	47 691	40 642	0	47 690	47 690	47 690	126 206	559 975	578 190	605 365
Service charges - Waste Water Management		6 039	5 656	5 444	5 759	6 595	7 159	5 901	–	7 330	7 330	7 330	22 049	86 593	89 877	94 581
Service charges - Waste Management		4 709	4 697	4 059	4 594	4 595	4 595	4 595	–	982	982	982	(4 406)	30 383	45 903	74 266
Sale of Goods and Rendering of Services		135	221	1 537	384	169	272	318	139	2 043	2 043	2 043		24 148	25 052	26 255
Agency services													–	–	–	–
Interest													–	–	–	–
Interest earned from Receivables		8 852	7 776	9 099	9 155	9 208	9 430	9 784	–	16 384	16 384	16 384	(3 936)	108 522	–	–
Interest earned from Current and Non Current Assets		1 523	447	1 420	876	736	810	818	–	1 684	1 684	1 684	(315)	11 367	5 302	5 551
Dividends		–	–	–	–	–	–	–	–	8	8	8	75	100	105	110
Rent on Land													–	–	–	–
Rental from Fixed Assets		519	616	593	604	567	564	562	2	777	777	777	1 563	7 919	7 258	7 573
Licence and permits													–	–	–	–
Operational Revenue		–	–	–	8	–	29	8	–	24	24	24	173	290	304	319
Non-Exchange Revenue																

Property rates		22 600	18 470	18 217	17 996	17 996	17 995	17 995	–	16 946	16 946	16 946	39 285	221 391	245 756	257 307
Surcharges and Taxes													–	–	–	–
Fines, penalties and forfeits		13	9	26	28	23	50	9	54	358	358	358	3 010	4 296	4 507	4 719
Licences or permits		–	–	1	–	–	1	–	3	9	9	9	79	111	116	122
Transfer and subsidies - Operational		115 381	2 984	207	197	456	85 368	334	–	23 585	23 585	23 585	7 343	283 025	312 188	342 496
Interest		1 720	1 775	1 762	1 760	1 749	1 798	1 846	–	22 830	22 830	22 830	38 989	119 889	–	–
Fuel Levy													–	–	–	–
Operational Revenue		348	348	348	347	346	346	346	–	539	539	539	118	4 165	2 642	2 766
Gains on disposal of Assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other Gains		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Discontinued Operations													–	–	–	–
Total Revenue		**92 042**	**88 915**	**94 406**	**80 293**	**99 377**	**96 084**	**89 448**	**5 306**	**114 291**	**114 291**	**114 291**	**301 303**	**1 290 050**	**1 244 561**	**1 329 715**
Expenditure By Type																
Employee related costs		29 846	31 121	30 493	34 262	30 810	30 894	35 704	(17)	38 533	38 533	38 533	111 505	450 218	466 479	488 368
Remuneration of councillors		1 662	1 729	2 528	1 819	1 777	1 803	1 864	–	2 734	2 734	2 734	4 948	26 333	22 768	23 838
Bulk purchases - electricity		–	49 352	49 207	28 395	29 460	25 956	27 782	26 000	33 639	33 639	33 639	66 601	403 671	423 450	443 353
Inventory consumed		263	1 086	2 001	3 174	1 849	19 630	15 913	316	20 902	20 902	20 902	138 110	245 050	253 709	253 709
Debt impairment		23 667	22 905	22 905	25 190	23 667	23 667	23 667	23 667	23 667	23 667	23 667	23 667	284 001	297 917	311 919
Depreciation and amortisation		–	–	–	–	35 771	6 566	–	–	7 524	7 524	7 524	25 377	90 287	95 001	99 466
Interest		–	–	4	–	2	–	–	–	449	449	449	4 037	5 391	5 655	5 921
Contracted services		15	5 901	6 272	10 758	8 800	14 495	6 642	6 614	12 942	12 942	12 942	38 029	136 350	121 607	127 323
Transfers and subsidies		95	60	–	10	20	–	–	–	108	108	108	278	787	398	416
Irrecoverable debts written off		–	–	–	1 143	969	631	–	–	937	937	937	5 690	11 244	–	–

Operational costs		3 217	3 066	4 142	5 849	7 227	7 427	2 647	2 630	6 803	6 803	6 803	14 103	70 717	65 044	68 137
Losses on disposal of Assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other Losses		–	–	–	–	–	–	–	–	2 803	2 803	2 803	25 230	33 640	35 288	36 947
Total Expenditure		**58 764**	**115 220**	**117 552**	**110 600**	**140 353**	**131 070**	**114 219**	**59 210**	**151 043**	**151 043**	**151 043**	**457 573**	**1 757 688**	**1 787 316**	**1 859 397**
Surplus/(Deficit)		**33 279**	**(26 305)**	**(23 146)**	**(30 306)**	**(40 976)**	**(34 985)**	**(24 770)**	**(53 904)**	**(36 751)**	**(36 751)**	**(36 751)**	**(156 270)**	**(467 637)**	**(542 755)**	**(529 682)**
Transfers and subsidies - capital (monetary allocations)		–	4 221	2 460	–	6 167	–	16 762	–	7 212	7 212	7 212	43 551	94 796	79 548	64 804
Transfers and subsidies - capital (in-kind - all)		–	–	–	–	–	–	–	–	(1 050)	(1 050)	(1 050)	3 150	–	–	–
Surplus/(Deficit) after capital transfers & contributions		**33 279**	**(22 084)**	**(20 686)**	**(30 306)**	**(34 809)**	**(34 985)**	**(8 009)**	**(53 904)**	**(30 589)**	**(30 589)**	**(30 589)**	**(109 569)**	**(372 841)**	**(463 208)**	**(464 879)**
References																
1. Surplus (Deficit) must reconcile with budget table A4 and monthly budget statement table C4																
check														*657 024 990*	*590 261 380*	*633 664 810*

2.1.3. Grant Funding

FS204 Metsimaholo - Supporting Table SB7 Adjustments Budget - transfers and grant receipts										
Description	Ref	Budget Year 2023/24							Budget Year +1 2024/25	Budget Year +2 2025/26
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
			7	8	9	10	11	12		
R thousands		A	A1	B	C	D	E	F		
RECEIPTS:	1, 2									
-										
Operating Transfers and Grants										
National Government:		**282 525**	**282 525**	**–**	**–**	**–**	**–**	**282 525**	**311 688**	**341 996**
Local Government Equitable Share		276 178	276 178	–	–	–	–	276 178	306 175	336 224
Expanded Public Works Programme Integrated Grant	3	950	950	–	–	–	–	950	–	–
Local Government Financial Management Grant		2 750	2 750	–	–	–	–	2 750	2 750	2 888
Municipal Disaster Relief Grant		–	–	–	–	–	–	–	–	–
Municipal Infrastructure Grant		2 647	2 647	–	–	–	–	2 647	2 763	2 884
Water Services Infrastructure Grant		–	–	–	–	–	–	–	–	–
							–	–		
Provincial Government:		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
	5						–	–		
District Municipality:		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Specify (Add grant description)		–	–	–	–	–	–	–	–	–
Other grant providers:		500	500	–	–	–	–	500	500	500
Local Government Water and Related Service SETA		500	500	–	–	–	–	500	500	500

Unspecified		–	–	–	–	–	–	–	–	–
Total Operating Transfers and Grants	6	**283 025**	**283 025**	–	–	–	–	**283 025**	**312 188**	**342 496**
Capital Transfers and Grants										
National Government:		**100 690**	**100 690**	–	–	**(5 894)**	**(5 894)**	**94 796**	**79 548**	**64 804**
Integrated National Electrification Programme Grant		**29 780**	**29 780**	–	–	–	–	**29 780**	**10 000**	**10 000**
Municipal Infrastructure Grant		**50 293**	**50 293**	–	–	**(894)**	**(894)**	**49 399**	**43 228**	**54 804**
Regional Bulk Infrastructure Grant		–	–	–	–	–	–	–	–	–
Water Services Infrastructure Grant		**20 617**	**20 617**	–	–	**(5 000)**	**(5 000)**	**15 617**	**26 320**	–
							–	–		
Provincial Government:		–	–	–	–	–	–	–	–	–
Infrastructure Grant		–	–	–	–	–	–	–	–	–
							–	–		
District Municipality:		–	–	–	–	–	–	–	–	–
Specify (Add grant description)		–	–	–	–	–	–	–	–	–
							–	–		
Other grant providers:		**9 000**	**9 000**	–	–	**(9 000)**	**(9 000)**	–	–	–
[insert description]							–	–		
Production		9 000	9 000	–	–	(9 000)	(9 000)	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Total Capital Transfers and Grants	6	**109 690**	**109 690**	–	–	**(14 894)**	**(14 894)**	**94 796**	**79 548**	**64 804**
TOTAL RECEIPTS OF TRANSFERS & GRANTS		**392 715**	**392 715**	–	–	**(14 894)**	**(14 894)**	**377 821**	**391 736**	**407 300**
References										
1. Each grant is listed by name as gazetted together with the name of the transferring department or municipality, donor or other organisation										
*2. Amounts actually **RECEIVED**; not revenue earned (the objective is to confirm grants allocated)*										

3. Replacement of RSC levies										
4. Housing subsidies for housing where ownership transferred to organisations or persons outside the control of the municipality										
5. Motor vehicle licensing refunds to be included under 'agency' services (Not shown here as Receipts)										
6. Total Grant Receipts original budget must reconcile to budget supporting table A18										
7. Only complete if a previous adjusted budget has been approved in the same financial year. Reflect most recent adjusted budget.										
8. Increases of funds approved under section 31 MFMA										
9. Adjustments to funding allocations from National or Provincial Government										
10. Adjusts. = 'Other' Adjustments proposed to be approved; including revenue under-collection (MFMA section 28(2)(a)); error correction (section 28(2)(f)); functional shifts and any adjustments made under delegation by the AO since the budget was approve										
11. E = B + C + D										
12. Adjusted Budget F = (A or A1) + E										

2.1.4. Detailed capital works plan broken down by wards over three years

i. The table represents source of grant and donations for Capital Programme:

		2024/25		2025/26	
Source of Funding	**Budget (R)**	**Source of Funding**	**Budget (R)**	**Source of Funding**	**Budget (R)**
Internal Financing	60 930 000,00	OWN		OWN	
MIG	50 293 000,00	MIG	52 501 750	MIG	54 803 600
Finance lease	38 172 000	Finance lease		Finance lease	
Financial Lease rollover	0	Financial Lease rollover	0	Financial Lease rollover	
Free state sports	0	Free state sports	0	Free state sports	
RBIG	9 000 000				
INEP	29 780 000	INEP	10 000 000	INEP	10 000 000
WSIG	20 617 000	WSIG	26 320 000	WSIG	17 051 000
External Funding		External Funding		External Funding	
Human Settlement H D A	0	Human Settlement H D A	0	Human Settlement H D A	
RBIG		RBIG	0	RBIG	
Dept. of Tourism	0	Dept. of Tourism		Dept. of Tourism	
SASOL	0	SASOL	0	SASOL	
SLP	0	SLP	0	SLP	
208 792 000			**88 822 000**		**81 855 000**

ii. LIST OF CAPITAL PROJECTS THROUGH CONDITIONAL GRANTS FUNDING (MIG)

Project Description	2023/24 (R)	2024/25 (R)	2025/26 (R)
Refengkgotso/Deneysville: Construction of Sports Complex (MIS215549)	2 382 615,00	1 540 560,41	**0.00**
Zamdela: Construction 2.1km paved roads and storm water Drainages Phase 2 (Ward 8) (MIS:422185)	12 500 000,00	1 857 502,17	**0.00**
Sasolburg: Upgrading of water pump station (MIS:422536)	12 294 920,00	**0.00**	**0.00**
Gortin: Construction of 2.05km paved roads and storm water drainage Phase 1 (MIS:422196)	12 500 000,00	410 294,52	**0.00**
Zamdela: Upgrading of rusted galvanized water pipes to Upvc Ward 09 (MIS:422232)	**0.00**	22 327 843,31	19 960 147,82
Gortin: Construction of 2000 toilet structures Phase 1 (MIS:460855)	10 615 465,00	23 419 185,00	10 000 000,00
Zamdela: Upgrading of Rusted galvanized pipes to UPVC ward 12 (MIS 422332)	**0.00**	**0.00**	22 247 492,18
Refengkgotso/Deneysville: Construction of Sports Complex Phase 2	**0.00**	946 364,59	2 595 960,00
Total	**50 293 000,00**	**52 501 750,00**	**54 803 600,00**

iii. LIST OF CAPITAL PROJECTS THROUGH CONDITIONAL GRANTS FUNDING (WSIG)

Project Description	2023/24 (R)	2024/25 (R)	2025/26 (R)
Oranjeville Wastewater Treatment Plant	**10 617 000**	**10 617 000**	**10 617 000**
Oranjeville water Treatment Plant Phase 2	**10 000 000**	**15 703 000**	**6 434 000**
Total	**20 617 000**	**26 320 000**	**17 051 000**

iv. LIST OF CAPITAL PROJECTS THROUGH CONDITIONAL GRANTS FUNDING (INEP)

Project Description	2023/24 (R)	2024/25 (R)	2025/26 (R)
Themba Kubheka electrification	29 780 000	10 000 000	10 000 000
Total	29 780 000	10 000 000	10 000 000

LIST OF CAPITAL PROJECTS THROUGH CONDITIONAL GRANTS FUNDING (RBIG)

Project Description	2023/24 (R)	2024/25 (R)	2025/26 (R)
Refengkgotso Wastewater Works	9 000 000		
	9 000 000		

v. INFRASTRUCTURE PROJECT FUNDED FROM OWN FUNDING

DEPARTMENT	Section	Description	Estimated Budget (R)
TECHNICAL SERVICES	Electricity	Upgrading of Street lighting fittings and High Mast Networks in Sasolburg, Deneysville and Oranjeville.	2 000 000
	Electricity	Installation of 4 High Mast lights in Themba Khubeka	1 800 000
	Electricity	Installation of diesel generators in Deneysville and Oranjeville abstraction points & WTW	4 000 000
	Electricity	Fencing of Electrical Substations in Zamdela, Sasolburg, Deneysville and Oranjeville	1 200 000
	Electricity	Replacement of substation doors in all towns	500 000
	Electricity	Construction of Ring Feeds	1 000 000
	Electricity	Prepaid Meter	2 000 000

DEPARTMENT	Section	Description	Estimated Budget (R)
	Electricity	Replacement of Cable for Indigent	1 000 000
	Electricity	Maintenance of High Mast Lights in All towns	1 500 000
	Electricity	Upgrading of Leitrim substation	1 500 000
	Water	Water Purification	500 000
	Sanitation	Building of ablution facilities at pump stations	1 000 000
	Roads & Storm Water	Re-sealing of roads in Sasolburg & Vaalpark	5 000 000
	Roads & Storm Water	Re-sealing of roads in Zamdela	8 000 000
	Roads & Storm Water	Re-sealing of roads in Deneysville	5 000 000
	Roads & Storm Water	Re-sealing of roads in Oranjeville	1 500 000
	Roads & Storm Water	New gravel roads in Zamdela Extensions, Refengkgotso, Themba Khubeka and Metsimaholo	4 500 000
	Building	Refurbishment of Zamdela municipal offices	3 500 000
		Total	**45 500 000**
MUNICIPAL MANAGER	ICT	Computer Equipment (Servers, desktops, laptops, projectors etc.)	1 500 000
	ICT	Network Cabling and Equipment (Switches, Radios etc.)	380 000
	ICT	Printers (Multifunction desk printers, slip printers, high function printers etc.)	3 450 000
		Total	**5 330 000**
CORPORATE SERVICES		Office furniture	2 500 000
		Building Refurbishment / Maintenance	1 000 000
		Total	**3 500 000**
COMMUNITY SERVICES	Cleansing Services	Establishment of landfill site	5 000 000

DEPARTMENT	Section	Description	Estimated Budget (R)
		Lowbed Truck	1 000 000
	Fire Service	Fire Department Call Centre System	500 000
	Total		**6 500 000**
SPEAKERS OFFICE	**Public Participation Office**	PA SYSTEM	100 000
	Total		**100 000**
	Total Own Funding		**60 930 000**

vi. MOTOR VEHICLE / TRUCKS / YELLOW FLEET FUNDED FROM LOAN (MOTOR VEHICLE FINANCING)

DEPARTMENT	TYPE	DESCRIPTION OF VEHICLE	QUANTITY	Estimated Price (R)	Maximum Price Total (R)
COMMUNITY SERVICES	**Refuse compactor**	10 Ton payload Refuse Truck, with dual rear wheels on tandem axles (6x4). Fitted with a diesel engine, capacity of 11,000cm³ and developing not less than 200k W (DIN), automatic transmission.	4	2 900 000,00	11 600 000,00
	Tipper Truck	10 Ton payload, 10.0m3 capacity Tipper Truck with dual rear wheels on tandem axles. Fitted with a diesel engine, capacity of 11000cm3 and developing not less than 200kW (DIN). 5,000m Long Steel Tipper load body to specification SMV/90/HCV/006. With optional electric hydraulic system to be supplied by manufacturer	2	2 164 983,68	4 329 967,36
	Single Cab Bakkie	LCV SWB/LWB 4x2 2000cm³, payload not less than 1000kg (Diesel)	5	271 769,15	1 358 845,75
	Sedan (traffic)	Four/five-seater sedan 4 doors - piston displacement 1800cm3, (Petrol).	5	311 124,45	1 555 622,25

DEPARTMENT	TYPE	DESCRIPTION OF VEHICLE	QUANTITY	Estimated Price (R)	Maximum Price Total (R)
	Tractor	A heavy duty 4X2 Tractor with an operating mass of at least 2400 kg (un-ballasted).. Fitted with a diesel engine, developing not less than 55kW power and 250Nm of torque. To be used for pulling and operating a 1,5 m slasher.	6	304 875,00	1 829 250,00
SUB-TOTAL COMMUNITY SERVICES					**20 673 685,36**

DEPARTMENT	TYPE	DESCRIPTION OF VEHICLE	QUANTITY	Estimated Price	Maximum Price Total
TECHNICAL SERVICES	**Grader**	Maintenance Motor Grader with operating mass not less than 13,500kg and mouldboard not less than 3.6m (12ft). Fitted with a diesel engine, developing not less than 105kW power and 800Nm of torque.	1	2 995 589,78	2 995 589,78
	TLB	A 4x4 TLB (Tractor-Loader-Backhoe) with operating mass of not less than 7,800kg, equipped with a backhoe bucket with a capacity of not less than 0.18m³ (SAE) and loader bucket capacity of not less than 0.9m³ (SAE). Fitted with a diesel engine, developing not less than 68kW power	1	998 200,00	998 200,00
	Tipper Truck	10 Ton payload, 10.0m3 capacity Tipper Truck with dual rear wheels on tandem axles. Fitted with a diesel engine, capacity of 11000cm3 and developing not less than 200kW (DIN). 5,000m Long Steel Tipper load body to specification SMV/90/HCV/006. With optional electric hydraulic system to be supplied by manufacturer	2	2 164 983,68	4 329 967,36

	Single Cab Bakkie	LCV SWB/LWB 4x2 2000cm³, payload not less than 1000kg (Diesel)	5	271 769,15	1 358 845,75
	Excavator	Engine Power: Min 300Kw, Minimum Swing Pressure: 26000 kPa, Maximum Equipment Pressure: 38000 kPa, Operating weight: 47500kg, Maximum Digging Depth: 7700mm, Bucket size: SD 2.41m³, Maximum Reach at Ground Level: 11770mm.	1	3 500 000,00	3 500 000,00
	Combination Truck Mounted Jetting and Vacuum Systems	12000 litre Vacuum Sewerage Tanker with dual rear wheels. Performance: 350 Bar @ 350 L/min, Hose Reel: Hydraulic 300 meter with 1/4 inch sewer jetting nozzle, Vehicle: Samil 6 x 60 chassis	1	3 500 000,00	3 500 000,00
SUB-TOTAL: TECHNICAL SERVICES					**16 682 602,89**
FINANCIAL SERVICES	**Single Cab Bakkie**	LCV SWB/LWB 4x2 2000cm³, payload not less than 1000kg (Diesel)	1	271 769,15	271 769,15
SUB-TOTAL: FINANCIAL SERVICES					**271 769,15**
SPEAKERS OFFICE	**Single Cab Bakkie**	LCV SWB/LWB 4x2 2000cm³, payload not less than 1000kg (Diesel)	1	271 769,15	271 769,15
SUB-TOTA: SPEAKERS' OFFICE					**271 769,15**
DIRECTOR: ECONOMIC DEVELOPMENT	**Single Cab Bakkie**	LCV SWB/LWB 4x2 2000cm³, payload not less than 1000kg (Diesel)	2	271 769,15	543 538,30
SUB-TOTAL DIRECTOR: ECONOMIC DEVELOPMENT					**543 538,30**
TOTAL VEHICLE FINANCE LOAN					**38 443 364,85**

PART 3:
PERFORMANCE INFORMATION

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

3.1.1. Key Performance Area 1: Basic Service Delivery and Infrastructure Development

- Technical Services
- Social Service

KPA 1					BASIC SERVICES AND INFRASTRUCTURE DEVELOPMENT								
OFFICE/DIRECTORATE					TECHNICAL SERVICES								
Priority Area/ Programme	Key Performance Area	Strategic Objectives	Base line	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	Annual Target 2023/24 Target	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
Water Services	Basic Services & Infrastructure Development	Ensure that the municipality broadly delivers service according to the strategic orientation based on key sector plans		1.1 Water Services Development Plan (WSDP) developed, annually reviewed and submitted to Council for approval	Coordination and facilitation of development of WSDP	Approved WSDP & Council Resolution	Development of WSDP and Annually Reviewed	(WSDP) developed and submitted to Council for approval by 30 June 2024	Commissioning Draft with DWS	Finalise Draft with DWS	Submit Draft to Portfolio Committee	Submit Draft to Council	Q1-Draft submitted to DWS for inputs Q2-Finalising the Draft Q3-4 submission to portfolio committee and Council
				1.2 Water and Sewer Master Plan developed	Coordination and facilitation of Water and Master Plan	Advert and appointment letter of service provider	Development of Water and Sewer Master Plan	Water and Sewer Master Plan developed by 30 June 2024	Submit Draft to Portfolio Committee	Submit Draft to Council for approval	Advertisement for Professional Service Provider (Consulting Engineer)	Appointment off the Professional Service Provider (Consulting Engineer).	Q3-Advertisement for service provider Q4 – Appointment of service provider

				1.3 Number of Conventional water meters replaced with prepaid meters in all the identified areas.	Coordination of replacement of conventional metres	Progress report	5000 Conventional water meters replaced with prepaid meters in all the identified areas.	1000 Conventional water meters replaced with prepaid meters in all the identified areas by June 2024	Meter Audit	Report to Portfolio for approval	Advertisement for Professional Service Provider (Consulting Engineer).	Appointment off the Service Provider for meter Audit.	Q3- Advertiseme nt for service provider Q4 – Appointment of service provider
	Basic Services & Infrastructure Development	Ensure universal access to reliable and quality basic Municipal services by all communities		1.4 Number of kms of obsolete asbestos/old water pipes replaced	Coordination of replacement of obsolete asbestos/old water pipes replaced	Progress report	25kms of asbestos/old water pipes replaced	5 kms asbestos/old water pipes replaced by 30 June 2024	0	0	Advertisement for Professional Service Provider (Consulting Engineer).	Appointment off the Service Provider for meter Audit.	Q3- Advertiseme nt for service provider Q4 – Appointment of service provider
				1.5 % Minimization of Water distribution losses	Facilitation of minimizing water distribution losses	Progress Report	Water distribution loss minimized to 30%	Water distribution loss minimized to 30% by June 2024	Water distribution loss minimized to 30%	Water distribution loss minimized to 30%	Water distribution loss minimized to 30%	Water distribution loss minimized to 30%	Quarterly minimization of water distribution losses to 30%in all quarters
Water Services	Basic Services & Infrastructure Development	Ensure universal access to reliable and quality basic Municipal services by all		1.6 % Compliance with Blue Drop Water Quality accreditation system	Coordination of compliance with Blue Drop water quality	BDS Status Report	99% Compliance with Blue Drop Water Quality accreditation system)	99% Compliance with Blue Drop Water Quality accreditation system by 30 June 2024	99% Compliance with Blue Drop Water Quality accreditation system	99% Compliance with Blue Drop Water Quality accreditation system	99% Compliance with Blue Drop Water Quality accreditation system	99% Compliance with Blue Drop Water Quality accreditation system	>99 % compliance with the blue drop system in all quarters

		communities		1.7 Number of new water connections to communal or public facilities *(Circular 88 Indicators)*	Facilitation and coordination of Water provision	Progress Report	25 new water connections to communal (taps) or public facilities	5 new water connections to communal (taps) or public facilities by 30 June 2024	1 new water connections to communal (taps) or public facilities	1 new water connections to communal (taps) or public facilities	2 new water connections to communal (taps) or public facilities	2 new water connections to communal (taps) or public facilities	Q1 ,2, = 1 new water per quarter connection Q3 & 4 -2 new water connections
Sanitation & Wastewater	Basic Services & Infrastructure Development	Ensure universal access to reliable and quality basic Municipal services by all communities		1.9 Water and Sanitation Maintenance Plan developed and submitted to Council for approval	Facilitation and Coordination of development of WSMP	Approved WSMP & Council Resolution	Water and Sanitation Maintenance Plan developed, annually reviewed and submitted to Council for approval	Water and Sanitation Maintenance Plan developed and submitted to Council for approval by 30 June 2024	Development of the Draft Water and Sanitation Maintenance Plan	Submit Draft to Management	Submit Draft to Portfolio Committee	Submit Draft to Council	Q1 Water and Sanitation maintenance plan developed Q2 -Submit to Snr Management Q3-4 submission to Management Portfolio and Council
				1.10. Number sewer of connections to consumer units installed Circular 88 Indicators)	Coordination of sewer connections	Communication letters with HS	6037 sewer connections to consumer units installed. 2962(Moodraai)	6037 sewer connections to consumer units installed. 2962(Moodraai) 30 June 2024			Official communication to the Department of Human Settlements on the progress of sewer connections to consumer units installed	Official communication to the Department of Human Settlements on the progress of sewer connections to consumer units installed	Communication with HS on sewer connections
				1.11 % of call outs responded to within 24 hours *(Circular 88 Indicators)*	Responsive coordination to call outs	Progress Report	100% call outs responded to within 24 hours	100% call outs responded to within 24 hours by 30 June 2024	100% call outs responded to within 24 hours	100% call outs responded to within 24 hours	100% call outs responded to within 24 hours	100% call outs responded to within 24 hours	100% of call outs responded to within 24 hours in all quarters

Sanitation & Wastewater	Basic Services & Infrastructure Development	Ensure universal access to reliable and quality basic Municipal services by all communities		1.12 % Compliance with Green Drop Quality accreditation system	Coordination of compliance with Blue Green water quality	GDS Status Report	100% Compliance with Green Drop Quality accreditation system	100% Compliance with Green Drop Quality accreditation system by 30 June 2024	100% Compliance with Green Drop Quality accreditation system	100% Compliance with Green Drop Quality accreditation system	100% Compliance with Green Drop Quality accreditation system	100% Compliance with Green Drop Quality accreditation system	>99 % compliance with the green drop system in all quarters
				1.13 Number of reports on maintenance of water and sanitation infrastructure compiled	Coordination and facilitation for compilation of maintenance reports on water and sanitation	Progress Reports	20 reports on maintenance of water and sanitation infrastructure compiled	4 reports on maintenance of water and sanitation infrastructure compiled by 30 June 2024	1 report on maintenance of water and sanitation infrastructure	1 report on maintenance of water and sanitation infrastructure	1 report on maintenance of water and sanitation infrastructure	1 report on maintenance of water and sanitation infrastructure	1 report on maintenance of water and sanitation infrastructure compiled in all quarters
Electricity & Energy Services	Basic Services & Infrastructure Development	Ensure that the municipality broadly delivers service according to the strategic orientation based on key sector plans		1.14 Integrated Energy Plans (IEP) developed, annually reviewed, and submitted to Council for approval	Coordination and facilitation of development of Sector Plans (IEP&AQMP)	Advert and appointment letter	Development and annually review of Integrated Energy Plan submitted to council for approval	INEP developed, annually reviewed and submitted to Council for approval by 30 June 2024	Development of the Draft Plan	Draft table to Management	Advertisement for PSP (Consulting Engineer) to develop IEP.	Appointment of the PSP (Consulting Engineer) to develop the IEP.	Q1 Draft IEP developed Q 2- Snr Mngt submission Q3-4 Advert & appointment of service provider for IEP
				1.15 Number of households Electricity connections installed *(Circular 88 Indicators)*	Provide Energy supply to all households	Reports	4962 Electricity House connections installed in (2000) Themba Kubheka & Mooidraai (2962)	400 Electricity House connections installed in Themba Kubheka by 30 June 2024		Progress Reports of the work	Progress Report of the work	Completion Report of the work 400 total	Q1- Procurement Q2- Adjudication and appointment Q3- work commences Q4- Work completed

KPA 1	BASIC SERVICES AND INFRASTRUCTURE DEVELOPMENT
OFFICE/DIRECTORATE	TECHNICAL SERVICES

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Base line	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	Annual Target 2023/24 Target	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
		Ensure universal access to reliable and quality basic Municipal services by all communities		1.16 % of Electricity distribution losses minimized	Provide Energy supply to all households	Reports	% of Electricity distribution losses minimized to 20%	% of Electricity distribution losses minimized to 20% by 30 June 2024	% of Electricity distribution losses minimized to 20%	% of Electricity distribution losses minimized to 20%	% of Electricity distribution losses minimized to 20%	% of Electricity distribution losses minimized to 20%	Quarterly minimization of electricity distribution losses to 20%
Electricity & Energy Services		Ensure universal access to reliable and quality basic Municipal services by all communities		1.17 Number of High mast lights erected	Provision of public lighting through erection of High mast lights	Advertisement & appointment letter	25 High Mast Lights Erected/ Installed	5 High Mast Lights Erected/ Installed (Sasolburg & Vaalpark) by 30 June 2024		1 High Mast Lights Erected/ Installed (Sasolburg by 30 June 2024	Advertisement for a Professional Service Provider (Consulting Engineer) to design the High mast lights.	Appointment off the Service Provider for erection of 5 High mast lights.	In Q 2,Erection/ Installation of High Mast Lights in Sasolburg & Vaalpark Q3 & Q4, advertisement & appointment of service provider
	Basic Services & Infrastructure Development			1.18 Number of reports on maintenance of electricity infrastructure compiled	Coordination and Facilitation of Infrastructure maintenance	Progress Reports	20 reports on maintenance of electricity infrastructure compiled	4 reports on maintenance Electricity infrastructure compiled by 30 June 2024	1 report on maintenance Electricity infrastructure compiled	1 report on maintenance Electricity infrastructure compiled	1 report on maintenance Electricity infrastructure compiled	1 report on maintenance Electricity infrastructure compiled	1 report on maintenance of electricity compiled in all quarters

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Base line	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	Annual Target 2023/24 Target	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
Roads and Stormwater Services				1.19 Number of m^2 of new municipal roads built *Circular 88 Indicators)*	Construction of roads	Progress Report	35 000m of roads resealed /repaired	7000 m2 of roads resealed/ repaired by 30 June 2024	0 m^2 of roads resealed/ repaired	2500 m^2 of roads resealed/ repaired	Advertising for a Professional Service Provider to do resealing.	Appointment of a service provider and implementation of the project. 70000 m^2 of roads resealed/repaired	Q1 1 km of new road built Q3 & Q4 Advert and appointment Q4- 7000m^2 of new roads resealed /repaired
		Ensure universal access to reliable and quality basic Municipal services by		1.20 Number of kms gravel roads graded *(Circular 88 Indicators)*	Road Maintenance	Progress Reports	100 kms gravel roads graded	20 kms gravel roads graded by 30 June 2024	5 kms gravel roads graded	5 kms gravel roads graded	5 kms gravel roads graded	5 kms gravel roads graded	Q 1- 4 5kms gravel roads graded quarterly
				1.21 Number of Potholes repaired (NEW)	Road Maintenance	Progress Reports	20 000m² of Potholes repaired	4 500m² of Potholes repaired by 30 June 2024	1750 m^2 Potholes repaired	1000 m^2 Potholes repaired	1000 m^2 Potholes repaired	750 m^2 Potholes repaired	Q 1 – Q4 1125m² of Potholes repaired in all quarters
				1.22 Number of reports on maintenance of roads and stormwater drainage system infrastructure compiled	Facilitation and coordination for compilation of maintenance reports on roads & stormwater	Reports	20 reports on maintenance of roads and stormwater drainage system infrastructure compiled	4 reports on maintenance of roads and stormwater drainage system infrastructure compiled by 30 June 2024	1report on maintenance of roads and stormwater drainage system infrastructure compiled	1 report on maintenance of roads and stormwater drainage system infrastructure compiled	1 report on maintenance of roads and stormwater drainage system infrastructure compiled	1 report on maintenance of roads and stormwater drainage system infrastructure compiled	1 report on maintenance of roads and stormwater drainage system infrastructure compiled quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	Annual Target	Quarterly Targets				Explanation of Target
								2023/24 Target	Q1	Q2	Q3	Q4	
Project Manage-ment Unit	Basic Services & Infrastructure Development	Ensure universal access to reliable and quality basic Municipal services by by all communities		1.23 Number of New Capital Projects for which funding is approved source (MIG, DoE, DWS, INEP)	Sourcing funds for Capital Projects	Submission of Business Plans & approval from Sector Depts.	15New Capital Projects for which unding is sourced (MIG, DoE, DWS, INEP)	3 New Capital Projects for which funding is approved (MIG, DoE, DWS, INEP) by 30 June 2024	0	0	0	3 New Capital Projects for which funding is approved	Preparation of business plans for approval of 3 registered projects in quarter 4
				1.24 % in spending of Grants as per DoRA requirements	Grants spending	Progress Reports	100% in spending of Grants as per DoRA requirements	100% in spending of Grants as per DoRA requirements by 30 June 2024	25% in in spending requirements of Grants as per DORA allocations	40% in in spending requirements of Grants as per DORA allocations	70% in in spending requirements of Grants as per DORA allocations	100% in in spending requirements of Grants as per DORA allocations	Accumulated scale spending Spending grants as required in all quarters
				1.25 Number of kms of new municipal roads built Circular 88 Indicators)	Construction of Roads	Progress Report	21 kms of new municipal roads built	4 new municipal roads built by 30 June 2024	Progress Reports (Earthworks) on prospected new municipal roads built	Progress Report Earthworks	2km of kms of new municipal roads built	2km of kms of new municipal roads built	Q1-Q2 Earthwork to be completed on 2km each. Q3 – Q 4 Completion of the road
				1.26 Number of kilometres of storm water drainage constructed	Construction of stormwater drainage	Progress Reports	21 km of storm water drainage constructed	4 km kilometres of storm water drainage constructed by 30 June 2024	0	0	2km of storm water drainage constructed	2km of storm water drainage constructed	Q1-3 1 km of storm water drainage constructed Q4- 2 kms of storm water drainage constructed

Project Manage-ment Unit	Basic Services & Infrastructure Development	Ensure universal access to reliable and quality basic Municipal services by all communities		1.27 Number of progress reports submitted on monitoring of all Capital Projects submitted to Council	Monitoring of Grants spending	Progress Reports & Council Resolution	20 progress reports submitted on monitoring of all Capital Projects submitted to Council	4 progress reports submitted on monitoring of all Capital Projects submitted to Council by 30 June 2024	1 progress report submitted on monitoring of all Capital Projects submitted to Council	1 progress report submitted on monitoring of all Capital Projects submitted to Council	1 progress report submitted on monitoring of all Capital Projects submitted to Council	1 progress report submitted on monitoring of all Capital Projects submitted to Council	1 report on monitoring of projects compiled and submitted to Management and Council per quarter
				1.28 Number of Business Plans developed and submitted to (MIG, DoE, DWS, INEP) (NEW)	Coordination and Facilitation of Business Plans	Approved Business Plans	10 Business Plans developed and submitted (NEW)	3 Business Plans developed and submitted by 30 June 2024 (NEW)		2 Approved Business Plans	1 Approved Business Plans		Q 3- Business Plans submitted for funding in Q 3
				1.29 (i) % of comments within 10 working days on building plans to be approved (specified period of time) (30 days <500m²) (NEW)	Facilitation of comments on approval of building plans	Report on Comments made/Com ment Register	100 % of approved building plans comments within specified period of time (30 days <500m2 and 60 days>500 m2) (NEW)	100 % of approved building plans within specified period of time(30 days <500m2 and 60 days >500 m2 BY 2024	100 % of approved building plans within specified period of time(30 days <500m2 and 60 days >500 m2 BY 2024	100 % of approved building plans within specified period of time(30 days <500m2 and 60 days >500 m2 BY 2024	100% of technical comments made on the submitted building plans <500m² within 10 working days of receipt from LED.	100% of technical comments made on the submitted building plans <500m² within 10 working days of receipt from LED.	100% of technical comments made on the submitted building plans <500m² within 10 working days of receipt from LED.
				1.29(ii) % of comments within 10 working days on building plans to be approved (specified period of time) (60 days >500m²) (NEW)							100% of technical comments made on the submitted building plans >500m² within 10 working days of receipt from LED.	100% of technical comments made on the submitted building plans >500m² within 10 working days of receipt from LED.	100% of technical comments made on the submitted building plans >500m² within 10 working days of receipt from LED.

Technical Services		Financial management		1.30 % of OPEX Allocation/Budgeted spent	Facilitation of spending of allocated funds	Expenditure Report	100 % of allocated OPEX Budget spending	100% of allocated OPEX Budget spent by 2024			75% of allocated OPEX Budget spent	100% of allocated OPEX Budget spent	Q 3 Reports of allocated OPEX Budget spending reflecting 75% expenditure Q4 Reports of allocated OPEX Budget spending reflecting 100% expenditure
				1.31 % of CAPEX Allocation/ Budgeted spent	Facilitation of spending of allocated funds	Expenditure Report	100 % of CAPEX allocated spending	100% of allocated CAPEX Budget spent by 2024			75% of allocated CAPEX Budget spent	100% of allocated CAPEX Budget spent	Q 3 Reports of allocated CAPEX Budget spending reflecting 75% expenditure Q4 Reports of allocated CAPEX Budget spending reflecting 100% expenditure
		Facilitation and Coordination of Staff Establishment		1.32 % of vacancy rate maintained at 25% of total departmental staff compliment/ establishment	Facilitation and coordination of Staff establishment	Vacancy Rate Status Report	75% of total staff compliment/ establishment maintained	75% of total staff compliment/ establishment maintained by 30 June 2024		75% of total staff compliment/ establishment maintained by 30 June 2024		75% of total staff compliment/ establishment maintained by 30 June 2024	Reports on total staff compliment/ establishment maintained in Q2 and Q4
		Demand Management Plan		1.33 Number of Procurement Plan compiled and submitted to SCM	Coordination/Development and Facilitation of Procurement plan	Approved Procurement Plan and proof of submission to SCM	4 Procurement Plan compiled and submitted to SCM	1 Procurement Plan compiled and submitted to SCM by 30 June 2024	1 Procurement Plan compiled and submitted to SCM			2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024	1 Procurement Plan compiled and submitted to SCM by Q1 for 2023/24 & Q4 – 1 for 2024/25

		Contract Management		1.34 100% of performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis	Performance Evaluation on contracted services	Evaluation report and register	100% of Evaluations on performance of contracted services	100% of performance Evaluation on contracted services as per Contract and Contract	100% of performance Evaluation on contracted services as per Contract and Contract	100% of performance Evaluation on contracted services as per Contract and Contract	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.	performance Evaluation on contracted services as per Contract register in all Quarters

KPA 1	BASIC SERVICES AND INFRASTRUCTURE DEVELOPMENT
OFFICE/DIRECTORATE	SOCIAL SERVICES

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Targets 2023/24 Target	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
Health Cleansing (Waste Management)	Basic Services infra-structural development	To Build Environmental Sustainability and Resilience		1.35Integrated Waste Management Plan (IWMP) developed, annually reviewed, and submitted to Council for approval	Facilitate development and annual review IWMP	Approved IWMP and Council Resolution	Develop and Annually review IWMP	Develop IWMP and summit to Council for approval by June 2023	Submit Plan to Council by end of July 2023	0	0	3-Year IWMP (2024/25-2026/27) tabled in council by 30 June 2024.	IWMP submitted to Council in Q4
		To ensure universal access to reliable and quality Basic Service by all		1.36 Number of household areas provided with weekly waste collection services	Waste collection services	Progress report	23 areas provided with weekly waste collection services	23 households' areas provided with weekly waste collection services	23 households' areas provided with weekly waste collection services	23 households' areas provided with weekly waste collection services	23 households' areas provided with weekly waste collection services	23 households' areas provided with weekly waste collection services	23 households' areas provided with weekly waste collection services in all quarters

		Communities											
		To Build Environmental Sustainability and Resilience		1.37 Number of illegal dumping sites removed	Waste collection services	Progress Report	240 illegal dumping sites removed	48 illegal dumping sites removed by 30 June 2024	12 illegal dumping sites removed	12 illegal dumping sites moved	12 illegal dumping sites moved	12 illegal dumping sites moved	Q1-Q4 12 illegal dumping sites removed
				1.38 Number of Waste management Awareness programmes conducted	Waste collection services	Attendance registers	20 waste management Awareness programmes conducted	4 Waste management Awareness programmes conducted by 30 June 2024	1 Waste management Awareness programmes conducted	1 Waste management Awareness programmes conducted	1 Waste management Awareness programmes conducted	1 Waste management Awareness programmes conducted	1 waste management awareness programme conducted quarterly
				1.39 Number of Landfill site(s) established, licenced & operational in Sasolburg	Establishment of Landfill site	Progress Report on establishment of Landfill site	1 Landfill site(s) established, licenced & operational in Sasolburg	1 Landfill site(s) established, licenced & operational in Sasolburg	0	0	0	Landfill site(s) established, licenced & operational in Sasolburg	1 Landfill site(s) established, licenced & operational in Sasolburg
Parks & Recreation Parks *(incl. cemeteries)*	Basic Services & Infrastructural development	To promote and ensure social cohesion		1.40 Number of Sports & Recreational Parks developed (Family Park)	Development of Sports & Recreational Parks	Progress Report	5 Sports & Recreational Parks developed	1 Sports & Recreational Parks developed by 30 June 2024	0	0	Engagements with stakeholders for sponsoring of the development of the sport & recreation park (Family Park)	1 Sports & Recreational Park (Family Park) developed by 30 June 2024	Q3 - minutes of meeting (incl. invite & attendance register) Q4 - report on the establishment (incl. pics), if target not met challenges and

													remedial actions will be reflected in report.
				1.41 Number of reports on maintenance and management of community facilities (Halls, MPCC, Parks, Sports, Arts & Culture)	Provision of maintenance and management services to community facilities	Reports	20 reports on maintenance and management of community facilities (Halls, MPCC, Parks, Sports, Arts & Culture)	4 reports on maintenance and management of community facilities Halls, MPCC, Parks, Sports, Arts & Culture) by 30 June 2024	1 report on maintenance & management of community facilities alls, MPCC, Parks, Sports, Arts & Culture)	1 report on maintenance & management of community facilities (Halls, MPCC, Parks, Sports, Arts & Culture)	1 report on maintenance and management of community facilities (Halls, MPCC, Parks, Sports, Arts & Culture)	1 report on maintenance and management of community facilities (Halls, MPCC, Parks, Sports, Arts & Culture)	1 Report on maintenance and management of community facilities compiled quarterly
		To Build Environment al Sustainabi lity y and Resilience		1.42 Number of reports on maintenance and management of cemetery yards	Provision of maintenance and management services to cemetery yards	Progress Report	20 reports on maintenance and management of cemetery yards	4reports on maintenance and management of cemetery yards	4reports on maintenance and management of cemetery yards	1reports on maintenance and management of cemetery yards	1reports on maintenance and management of cemetery yards	1reports on maintenance and management of cemetery yards	Q1 – Q4 reports on maintenance and management of cemetery yards
Public Safety *(Disaster Management)*	Basic Services & Infrastructural Development	To promote and ensure		1.43 Review of Disaster Management Plan	Coordination and Facilitation of Annual Review of Disaster Management Plan	Approved Disaster Management Plan and Council Resolution	Disaster Management Plan reviewed and submitted to Council for approval	Disaster Management Plan reviewed by 30 June 2024		Draft tabled in Management		Disaster Management Plan reviewed and tabled in council by 30 June 2024.	Q4: Disaster Management Plan reviewed and tabled in council by 30 June 2024.

		communit y safety and social protection		1.44 % of Disaster incidents within the Municipality attended as and when they occur	Disaster Management	Disaster register	100% of Disaster incidents within the Municipalit y attended as and when they occur	100%of Disaster incidents within the Municipality attended as and when they occur	100% of Disaster incidents within the Municipality attended as and when they occur	100% of Disaster incidents within the Municipality attended as and when they occur	100% of Disaster incidents within the Municipality attended as and when they occur	100% of Disaster incidents within the Municipality attended as and when they occur	100% attendance to Disaster incidents in all quarters
				1.45 Number of Disaster Awareness Programmes conducted	Disaster Management	Attendance Register	10 Disaster Awarenes s Programm es conducted	2 Disaster Awareness Programmes conducted by 30 June 2024	0	1 Disaster Awareness Programmes conducted	0	1 Disaster Awareness Programmes conducted	1 Disaster Awareness Programmes conducted in Q2 and Q4
				1.46 Number of Disaster Management training provided to Volunteers	Disaster Management	Attendance Register	5 Disaster Manageme nt training provided to Volunteers	1 Disaster Management training provided to Volunteers by 30 June 2024	0	0	0	1 Disaster Management training provided to Volunteers by 30 June 2024	1 Disaster Management training provided to Volunteers in Q.4
Public Safety *(Fire Services)*	Basic Services & Infrastructure Development	To promote and ensure community safety and social protection		1.47 % of Fire incidents attended as an when they occur	Fire fighting	Reports	100% of Fire incidents attended as an when they occur	100% of Fire incidents attended as an when they occur by 30 June 2024	100% of Fire incidents attended as an when they occur	100% of Fire incidents attended as an when they occur	100% of Fire incidents attended as an when they occur	100% of Fire incidents attended as an when they occur	100% attendance to fire incidents in all quarters
				1.48 Number of Firefighting Awareness Programmes conducted	Fire Fighting	Reports, Attendance Register	10 of Firefightin g Awarenes s Programm es conducted	2 of Firefighting Awareness Programmes conducted by 30 June 2024	0	1 of Firefighting Awareness Programmes conducted	0	1 of Firefighting Awareness Programmes conducted	Firefighting Awareness Programmes conducted Q2 and Q4

Public Safety *(Traffic Manage-ment)*				1.49 Number of traffic roadblocks conducted	Law enforcement operations	Report	108 traffic roadblocks conducted	24 traffic roadblocks conducted by 30 June 2024	6 traffic roadblocks conducted	6 traffic roadblocks conducted	6 traffic roadblocks conducted	6 traffic roadblocks conducted	6 traffic roadblocks conducted in all quarters
Public Safety (*By-Law Enforce-ment)*				1.50 Number of bylaw enforcement operations conducted	Law enforcement operations	Report	60 bylaws enforcement operations conducted	12 bylaw enforcements operations conducted by 30 June 2024	3 bylaw enforcement operations conducted	3 bylaw enforcement operations conducted	3 bylaw enforcement operations conducted	3 bylaw enforcement operations conducted	3 bylaw enforcement operations conducted quarterly (Q1- Q4)
Social Services		Financial management		1.51 % of OPEX Allocation/Budgeted spent	Facilitation of spending of allocated funds	Expenditure Report	100% of allocated OPEX Budget spent by 2024	100% of allocated OPEX Budget spent by 2024	0		75% of allocated OPEX Budget spent	100% of allocated OPEX Budget spent	Q3 Reports of allocated OPEX Budget spending
				1.52 % of CAPEX Allocation/ Budgeted spent	Facilitation of spending of allocated funds	100 % of CAPEX allocated spending	100% of allocated CAPEX Budget spent by 2024	100% of allocated CAPEX Budget spent by 2024	0	0	75% of allocated CAPEX Budget spent	100% of allocated CAPEX Budget spent	Q 3 Report on allocated CAPEX Budget spending
		Demand Management		1.53 Number of Procurement Plan compiled and submitted to SCM	Facilitation of procurement	Approved Procurement Plan and proof of submission to SCM	4 Number of Procurement Plan compiled and submitted to SCM	1 Number of Procurement Plan compiled and submitted to SCM by 30 June 2024		0	0	2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024	1 Procurement Plan compiled and submitted to SCM by Q 4
		Facilitation and Coordination of Staff Establishment		1.54 % of vacancy rate maintained at 25% of total departmental staff compliment/ establishment	Facilitation and coordination of Staff establishment	Vacancy status report	75% of total staff compliment/ establishm	75% of total staff compliment/ establishment maintained by 30 June 2024	0	75% of total staff compliment/ establishment maintained	0	75% of total staff compliment/ establishment maintained	Reports on total staff compliment/ establishment maintained in Q2 and Q4

							ent maintained					
		Contract Management		1.55 100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	Performance Evaluation on contracted services	Assessment sheets/ Summary	100% of Evaluations on performance of contracted services	100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis by 30 June 2024	100% of performance Evaluation on contracted services as per Contract and Contract Management s116 reported on quarterly	100% of performance Evaluation on contracted services as Contract Management s116 reported on quarterly	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.	Q1- Q 4100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on all quarterly

3.1.2. Key Performance Area 2: Local Economic Development

- Economic Development, Marketing & Tourism, Housing & Urban Planning

KPA 2					LOCAL ECONOMIC DEVELOPMENT							
OFFICE/DIRECTORATE					ECONOMIC DEVELOPMENT, MARKETING& TOURISM, HOUSING & URBAN PLANNING							
Priority Area/ Programme	**Key Performance Area**	**Strategic Objectives**	**Baseline**	**Key Performance Indicators**	**Strategy**	**Portfolio Evidence**	**5 Year Targets**	**Annual Targets 2023/24**	**Quarterly Targets Q1**	**Q2**	**Q3**	**Q4**	**Explanation of Target**
Local Economic Development	Local Economic Development	Local Economic Development		2.1 Number of LED strategy reviewed annually and submitted to council for approval	Development and Annual Review of LED Strategy	Approved LED Strategy & Council Resolution	5 LED Strategy review on annually and submitted to Council for approval	Annually reviewed LED strategy and submitted for council approval by end 30 June 2024	0	0	Review on strategy submitted to Portfolio Committee & Stakeholders	Review on strategy submitted to Council	Q2-Draft submitted to Portfolio Committee Q3-Submission to Council for approval
				2.2 Number of job opportunities created through EPWP initiatives	Monitoring of job creation through EPWP initiatives	Progress report from implementing agents/Dept to municipality	500 jobs opportunities created through EPWP initiatives	100 jobs opportunities created through EPWP initiatives by 30 June 2024	0	0	0	100 Job opportunities created through CWP	100 EPWP jobs created in quarter 4

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets 2023/24	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
				2.3 Number of job opportunities created through CWP initiatives	Monitoring of job creation through CWP initiatives	Progress report from implementing agents/Depts to municipality	5000 jobs opportunities created through CWP initiatives	1000 jobs opportunities created through CWP initiatives by 30 June 2024	0	0	0	1000 jobs opportunities created through CWP	1000 CWP jobs created quarter 4
Local Economic Development				2.4 Number of SMMEs/ Cooperative support provided through Provincial and National support programmes (Exhibitions)	Coordination and facilitation of Provincial & National Exhibition programmes by SMMEs/ Cooperative	Reports and Attendance registers	10 Provincial & National Exhibitions Attended by SMMEs/ Cooperative	2 Provincial & National Exhibitions attended by SMMEs/ Cooperative by 30 June 2024	0	0	1 Provincial &National Exhibitions attended by SMMEs/ Cooperative	1 Provincial &National Exhibitions attended by SMMEs/ orporative	Provincial & National Exhibitions attended by SMMEs/ Corporative in quarter 3 and 4
	Local Economic Development	Create Conducive Environment for Improving Local Economic Development		2.5 % Development of SMME database with identified needs compiled and approved by the departmental Head	Facilitation & Coordination of SMMEs' register/ database	SMMEs' Database per sector needs	Updated and approved SMME database	Development of Database	% 100 developments of SMME database /register database with identified needs compiled	% 100 developments of SMME database /register database with identified needs compiled	% 100 developments of SMME database /register database with identified needs compiled	% 100 developments of SMME database /register database with identified needs compiled	development of SMME database /register with identified needs compiled

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets 2023/24	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
				2.6 Number of SMMEs/ Corporative provided support through Incentive support scheme (Financial & Non-Financial)	Coordination of and facilitation of Incentive support scheme	Reports on SMME Register with identified needs.	100 SMMEs/ Cooperative provided support through Incentive support scheme	20 SMMEs/ Cooperative provided support through Incentive support scheme by end of June 2024	5 SMMEs / Cooperative provided support through Incentive support scheme (non-financial support)	5 SMMEs/ Cooperative provided support through Incentive support scheme (non-financial support)	5 SMMEs/ Cooperative provided support through Incentive support scheme (Financial support)	5 SMMEs/ Cooperative provided support through Incentive support scheme (Financial support)	5 SMMEs/ Cooperative provided support through Incentive support scheme (financial support) In all quarters
				2.7 Number of Capital or SLPs projects Implemented within Municipality	Coordination and facilitation of funding for SLP/Capital projects	Reports	5 LED/SLP Capital projects implemented	1 Capital or SLP project Implemented within Municipality by 30 June 2024	0	0	0	1 Capital/ SLP Project implemented	1 Capital/SLP Project implemented by Qtr. 4
				2.8 Number of LED Sector Engagements convened on quarterly basis convened on quarterly basis	Coordination & Facilitations of the LED Forum	Minutes of the meeting Invitation Attendance Register	20 LED Sector Engagements convened on quarterly basis convened	4 LED Sector Engagements convened on quarterly basis convened by June 2024	1 LED Forum meetings convened	1 LED Forum meetings convened	1 LED Sector Engagements convened	1 LED Sector Engagements convened	Q1 – Q2: 1 LED Forum meetings convened Q3-Q4: LED Sector Engagements convened

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets	Quarterly Targets				Explanation of Target
								2023/24	Q1	Q2	Q3	Q4	
Housing & Human Settlement		To promote Integrated and Sustainable Human Settlement and increasing the supply of Housing opportunities		2.9 Integrated Human Settlement Plan (IHSP) developed and reviewed annually	Coordination of the development and annual review of Integrated Human Settlement Plan (IHSP)	Report and Council Resolution	Integrated Human Settlement Plan (IHSP) developed and reviewed annually	Integrated Human Settlement Plan (IHSP) reviewed by 30 June 2024	0	0	0	Review Submission of the Plan to Council	Q4 submission of draft to Management and Council
	Local Economic Development			2.10 Application for Accreditation Status for Housing Development (HAD)	Facilitation of accreditation status for Housing Development	Adopted Business Plan	Obtain Accreditation status for Housing Development	Facilitate Accreditation status for Housing Development by 30 June 2024	0	Status Report on Accreditation (Business Plan, AIP to Council & Human Settlement	Review of the Accreditation Business Plan	Approval and adoption by Council	Q2, Status Report on Accreditation (Business Plan, Acc Implementation Plan to council. Q3: Review of the Accreditation Business Plan Q4: Approval and adoption by Council
Housing & Human Settle-ment				2.11 Number of Processed land development applications (Not building plans)	Facilitate and Contribution to Compilation of supplementary valuation roll	Proof of processed applications and report on processed applications	100% of processed applications and building plans approved	100% of processed applications and building plans approved by 30 June 2024	100% of processed applications and building plans approved	100% of processed applications and building plans approved	3 applications processed	3 applications processed	Q1-Q4 100% of processed applications and building plans approved in all quarters

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets 2023/24	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
		To promote Integrated and Sustainable Human Settlement and increasing the supply of Housing opportunities		2.12 Number of Government Depts/Entities approached to acquire land/properties quarterly	Facilitate registration of newly acquired properties in Municipality's name	Letters to Departments/Entities approached	100% of newly acquired properties registered in Municipality's name	100% of newly acquired properties registered in Municipality's name by June 2024	Prefeasibility study conducted	Property evaluation studies conducted	2 Departments / Entities approached	2 Departments/ Entities approached	Q1-Prefeasibility study conducted Q2-Property evaluation studies conducted. Q3-Negotiations and deed of sale Q4-Transfer of properties to municipality
				2.13 % of lease agreements (municipal owned land) finalised	Facilitate of lease agreement of Municipal Owned land newly	Reports, Register and Council Resolution		100% of lease agreements (municipal Owned land) finalised	100% of lease agreements (municipal Owned land) finalised	100% of lease agreements (municipal Owned land) finalised	100% of lease agreements (municipal Owned land) finalised	100% of lease agreements (municipal Owned land) finalised	Qt 1 to Q 4 100% of lease agreements (municipal Owned land) finalised
Town Planning		To implement the projects that ensure the Spatial and Economic		2.14 Number of Land Use Schemes reviewed and approved by Council	Review of Land Use Scheme	Report on LUMS Public Participation notice and minutes/report Approved Land Use Management Scheme and Council resolution	Reviewed and approved Land Use Management Schemes	Reviewed and approved LUMS by 30 June 2024	0	0	Monitoring and finalization of LUMS Report with consultants.	Public Participation and tabling of Final LUMS report to council for approval by 30 June 2024.	Q. 3 Public Participation Q.4-Tabling of the reviewed LUMS to Council

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets 2023/24	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
Town Planning				2.15 Spatial Development Framework (SDF) and approved by Council	Coordination of development and review SDF	Advert & Appointment Letter Steercom appointment letters, report/minutes from meeting Project plan	SDF developed and reviewed annually	Compilation of Draft SDF and submitted to Council by 30 June 2024	0	Public Participation	Appointment of Service provider	Engagements with the service provider Establishment of a Project Steering Committee Project Inception	Q2 Public Participation Q4 – SDF Draft to Council for approval
		To implement the projects that ensure the Spatial and Economic		2.16 % of land development applications for the formalization of informal settlements quarterly	Facilitation of formalization of informal settlements	Reports on land development processed	Number of informal settlements formalized	Mooidraai informal settlement formalized by 30 June 2024	0	0	100% of land development applications for the formalization of informal settlements quarterly	100% of land development applications for the formalization of informal settlements quarterly	Q3 Progress Reports on formalization and council resolution -Q4 Progress Reports formalization (Proclamation) by 30 June 2024 as formal settlement
				2.17 Building Control Policy developed, annually reviewed and approved by Council	Coordination and facilitation of the review of developed of Building Control Policy	Building Control Policy & Council Resolution	Building Control Policy developed and annually reviewed	Building Control Policy developed by 30 June 2024	0	0	Draft tabled in portfolio committee	Draft Tabled in Council	Q3-4 Draft submitted to Management Portfolio and Council

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets 2023/24	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
Town Planning				2.18 (i) % of building plans <500m ² approved within 30 days	Facilitation of approving building plans	Progress Report Register	100% of approved building plans within specified period (30 days <500m2 and 60 days >500 m2)	100% of approved building plans within specified period of time (30 days <500and m ² 60 days >500 m²) by 30 June 2023	100% of approved building plans within specified period of time (30 days <500m² and 60 days >500m²)	100% of approved building plans within specified period of time (30 days <500m² and 60 days >500m²)	100% building plans <500m² approved within 30 days.	100% building plans <500m² approved within 30 days	100% of building plans approved within specified period of time: 30 days ≤ 500m m² in all quarters
				2.18 (ii) % of building plans >500m ² approved within 60 days							100% building plans >500m² approved within 60 days.	100% building plans >500m² approved within 60 days	100% of building plans approved within specified period of time: 60 days >500m² in all quarters
Tourism, Marketing & Heritage				2.19 Tourism Strategy developed and reviewed annually.	Coordination of development and annual review of Tourism Strategy	Report and Council Resolution	Tourism Strategy developed and reviewed annually	Tourism Strategy reviewed by 30 June 2024	0	0	Review to Portfolio	Tabling of the strategy to council for approval	Q3-Review of the tourism draft strategy Q4 -Tabling of trategy in Council

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets 2023/24	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
				2.20 Number of Marketing and advertising initiatives on Municipal owned tourism facilities (resorts, parks, and tourism sites)	Coordination of Tourism, Marketing, and advertising	Report	16 Marketing and advertising initiatives on Municipal owned tourism facilities (resorts, parks, and tourism sites)	4 Marketing and advertising initiatives on Municipal owned tourism facilities (resorts, parks, and tourism sites) by 30 June 2024	1 Marketing and advertising initiatives on Municipal owned tourism facilities (resorts, parks, and tourism sites)	1 Marketing and advertising initiatives on Municipal owned tourism facilities (resorts, parks, and tourism sites)	1 Marketing and advertising initiatives on Municipal owned tourism facilities (resorts, parks, and tourism sites)	Marketing and advertising initiatives on Municipal owned tourism facilities (resorts, parks, and tourism sites)	Reports on Marketing and advertising initiatives on Municipal owned tourism facilities in all quarters
Tourism, Marketing & Heritage				2.21 Number of Tourism promotional events organised annually	Coordination and facilitation of tourism promotional events	Reports	10 Tourism promotional events organised annually	2-Tourism promotional events organised by 30 June 2024		1 Tourism promotional event organised		1 Tourism promotional event organised	Q2 1 Tourism promotional event organised. Q4 1 Tourism promotional event organised
				2.22 % Creation and maintenance of a tourism stakeholder database within the Metsimaholo jurisdiction	Coordination and Facilitation of Tourism database	Database & Database Register	100% Creation and maintenance of a tourism stakeholder database within the Metsimaholo jurisdiction	100% Creation and maintenance of a tourism stakeholder database within the Metsimaholo jurisdiction by 30 June 2024	100% Creation and maintenance of a tourism stakeholder database within the Metsimaholo jurisdiction	100% Creation and maintenance of a tourism stakeholder database within the Metsimaholo jurisdiction	100% Creation and maintenance of a tourism stakeholder database within the Metsimaholo jurisdiction	100% Creation and maintenance of a tourism stakeholder database within the Metsimaholo jurisdiction	Q1-Q4 Creation and maintenance of a tourism stakeholder database within the Metsimaholo jurisdiction
				2.23 Number of Tourism Forum meetings convened	Coordination and Facilitation of Tourism Forum	Minutes and attendance Register	20 Tourism Forum Meetings convened	4 Tourism Forum Meetings convened by June 2024	1 Tourism Forum Meetings convened	1 Tourism Forum Meetings convened	1 Tourism Forum Meetings convened	1 Tourism Forum Meetings convened	Tourism Forum Meetings convened in all quarters

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets	Quarterly Targets				Explanation of Target
								2023/24	Q1	Q2	Q3	Q4	
Economic Development, Marketing & Tourism, Housing & Urban Planning		Financial management		2.24 % of OPEX Allocation/Budgeted spent	Facilitation of spending of allocated funds	Expenditure Report	100 % of allocated OPEX Budget spending	100% of allocated OPEX Budget spent by 2024	0	0	75% of allocated OPEX Budget spent	100% of allocated OPEX Budget spent	Q3-4 Reports of allocated OPEX Budget spending
		Financial management		2.25 % of CAPEX Allocation/ Budgeted spent	Facilitation of spending of allocated funds	Expenditure Report	100 % of CAPEX allocated spending	100% of allocated CAPEX Budget spent by 2024	0	0	75% of allocated CAPEX Budget spent	100% of allocated CAPEX Budget spent	Q3-Q4 Reports of allocated CAPEX Budget spending
		Facilitation and Coordination of Staff Establishment		2.26 % of vacancy rate maintained at 25% of total departmental staff compliment/ establishment	Facilitation and coordination of Staff establishment	Vacancy Rate Status Report	75% of total staff compliment/ establishment maintained	75% of total staff compliment/ establishment maintained by 30 June 2024	0	75% of total staff compliment/ establishment maintained by 30 June 2024	0	75% of total staff compliment/ establishment maintained by 30 June 2024	Reports on total staff compliment/ establishment maintained in Q2 and Q4
		Contract Management		2.27 100% of performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis	Performance Evaluation on contracted services	Evaluation report and contract register	100% of Evaluations on performance of contracted services	100% of performance Evaluation on contracted services as per Contract and Contract register	100% of performance Evaluation on contracted services as per Contract and Contract register	100% of performance Evaluation on contracted services as per Contract and Contract register	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9	Q1- Q 4100% of performance Evaluation on contracted services as per Contract and Contract Management in all quarters

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets 2023/24	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
											basis and reported on quarterly basis within 9 days of the month/quarter.	days of the month/quarter.	
		Demand Management Plan		2.28 Number of Procurement Plan compiled and submitted to SCM	Facilitation & Coordination of Procurement Plan	Approved Procurement Plan and proof of submission to SCM	4 Procurement Plan compiled and submitted to SCM	1 Procurement Plan compiled and submitted to SCM by 30 June 2024				2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024	1 Procurement Plan compiled and submitted to SCM Q 4 for 2024/25

3.1.3. Key Performance Area 3: Financial Management and Viability

- Finance

KPA 3	FINANCIAL VIABILITY AND FINANCIAL MANAGEMENT
OFFICE/DIRECTORATE	FINANCE

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Evidence	5 Year Targets	Annual Targets 2023/24	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
Income/ Revenue Management	Financial Management & Viability	To improve Municipality's financial planning, revenue collection, expenditure and reporting capability		3.1 Revenue enhancement strategy developed, annually reviewed and submitted for council approval	Coordination of Revenue Enhancement	Approved Revenue Enhancement strategy & Council Resolution	Develop Revenue Enhancement Strategy, annually review the strategy and submit it for council approval.	Develop Revenue Enhancement Strategy and submit it for Council approval by 30 June 2024		Submit Draft Strategy Strategic Workshop		Submit Draft Strategy Council approval	Q2 Submit Draft Strategy to Strategic Workshop Q4 Submit Draft Strategy to Council for approval
				3.2 Review of Indigent Policy and approved by Council	Coordination of the review of Indigent Policy	Approved Indigent Policy & Council Resolution	Review of Indigent Policy and approved by Council	Review of Indigent Policy and approved by Council by 30 June 2024				Review of Indigent Policy and approved by Council	Review and approval of the Policy in quarter 4
				3.3 % in improved annual consumer debtors' revenue collection rate	Coordination of revenue collection	Debt collection report & Schedule C	91% in improved annual consumer debtors' revenue collection rate	85% in improved annual consumer debtors' revenue collection rate by 30 June 2024	85% improved annual consumer debtors' revenue collection rate	85% improved annual consumer debtors' revenue collection rate	85% improved annual consumer debtors' revenue collection rate	85% improved annual consumer debtors' revenue collection rate	Q1-4 Maintaining 85% collection Rate in all quarters

Income/ Revenue Management	Financial Management & Viability	To improve Municipality's financial planning, revenue collection, expenditure and reporting capability		3.4 Number of Indigent Awareness & registration campaigns conducted	Coordination and facilitation of Indigents registration	Register	10 Indigent Awareness & registration campaigns conducted	2 Indigent Awareness & registration campaigns conducted by 30 June 2024	1 Indigent Awareness & registration campaigns conducted	0	0	1 Indigent Awareness & registration campaigns conducted	Q1& Q4 Indigent Awareness & registration campaigns conducted by 30 June 2024
				3.5 Review and Updating of Indigent Register.	Coordination of t he updating of Indigent Register	Updated Indigent Register	Updating of Indigent Register	100% of updating of Indigent Register by 30 June 2024	100%updating of Indigent Register	100%updating of Indigent Register	100%updating of Indigent Register	100%updating of Indigent Register	(Q 1- Q 4)100% on Quarterly updating of Indigent Register
				3.6 % of Bad Debt incurred and (irrecoverable) written off	Facilitation of Bad Debt written off	Debt Management Report	% of Bad Debt incurred & (irrecoverable) written off	Bad Debt (irrecoverable) written off by 30 June 2024	0	0	0	Bad Debt (irrecoverable) written off	Bad Debt (irrecoverable) written off by 30 June 2024, Compiled in Q 4
				3.7 Number of supplementary valuation roll compiled and approved by Council	Compilation of supplementary valuation roll	Copy of valuation roll and Council Resolution	5 supplementary valuation roll compiled and approved by Council	1 supplementary valuation roll compiled and approved by Council by 30 June 2024	0		0	1 supplementary valuation roll compiled and approved by Council	supplementary valuation roll compiled and approved by Council for Metsimaholo LM
Budget & Statements	Financial Management & Viability			3.8 mSCOA compliant Annual Budget prepared and approved by Council	Facilitation and Coordination of compilation of Annual Budget	Approved Budget & Council Resolution	mSCOA compliant Annual Budget prepared and approved by Council	mSCOA compliant Annual Budget prepared and approved by Council by 30 June 2024	Budget Process Plan developed and tabled in Council for approval	0	Draft Budget developed and tabled in Council	Tabling of the Final Budget to Council for approval	Q1- Process Plan developed and tabled in Council Q3 and 4 Draft and Final Budget tabled in Council

				3.9 Number of Section 71 reports compiled and submitted to Treasury within 10 days after as per MFMA	Coordination and facilitation of compilation and submission Section 71 reports and submitted to Treasury	Reports on website Portal (GoMun)	60 Section 71 reports compiled and submitted to Treasury within 10 days after as per MFMA	12 Section 71 reports compiled and submitted to Treasury within 10 days after month end as per MFMA by 30 June 2024	3 Sect 71 reports compiled and submitted to Treasury within 10 days after month end as per MFMA	3 Sect 71 reports compiled and submitted to Treasury within 10 days after month-end as per MFMA	3 Sect 71 reports compiled and submitted to Treasury within 10 days after month end as per MFMA	3 Sect 71 reports compiled and submitted to Treasury within 10 days after month end as per MFMA	3 Section 71 reports compiled and submitted to Treasury within 10 days after month end as per MFMA in all quarters
Budget Statements	Financial Management & Viability			3.10 Number of Section 72 reports submitted to the Executive Mayor & Treasury by the 25th of January, submitted to Council on or before the 31st of January	Coordination and facilitation of submission Section 72 reports	Sign off letter, Council Resolution & Portal	5 Section 72 reports submitted to the Executive Mayor & Treasury by the 25th of January, submitted to Council on or before the 31st of January	1 Section 72 report submitted to Executive Mayor & Treasury by the 25th of January, submitted to Council on or before the 31st of January	0	0	1 Sect 72 report submitted to the Executive Mayor & Treasury by the 25th of January, submitted to Council on or before the 31st of January	0	1 Section 72 report submitted to the relevant stakeholders in quarter 3
				3.11AFS Compiled and submitted to AG by end of August	Coordination of submission of AFS to AG	AFS and proof of submission	AFS Compiled and submitted to AG annually by end of August	AFS Compiled and submitted to AG by end of August	AFS Compiled and submitted to AG by end of Aug 2023	0	0	0	AFS Compiled and submitted to AG in quarter 1
Asset Management	Financial Manage-ment & Viability			3.12 Asset Management Policy reviewed and submitted to Council for approval	Facilitation of proper valuation, safeguarding, optimization and disposal of municipal assets	Approved Policy and Council Resolution	Asset Management Policy developed and submitted to Council for approval	Asset Management Policy Reviewed and submitted to ouncil for approval By 30 June	0	0	0	Asset Management Policy developed and submitted to Council for approval	Asset Management Policy developed and submitted to Council in quarter 4

		To improve Municipality's financial planning, revenue collection, expenditure and reporting capability						)23					
Asset Management				3.13Updating of fixed Asset Register annually	Coordination and Facilitation of updating of fixed Asset egister	Updated fixed Asset Register	Updated of fixed Asset Register Annually	100% Updating of fixed Asset Register by 30 June 2024	0	0	% 60 Update of fixed Asset Register	% 100 Update of fixed Asset Register	Updating of fixed Asset Register in Q3 and Q4
Expenditure Management				3.14 %of creditors paid within 30 days of receipt of the invoice	Facilitation of creditors payment	Expenditure report	100% of creditors paid within 30 days of receipt of the invoice	100% of creditors paid within 30 days of receipt of the invoice by 30 June 2024	100% of creditors paid within 30 days of receipt of the invoice	100% of creditors paid within 30 days of receipt of the invoice	100% of creditors paid within 30 days of receipt of the invoice	100% of creditors paid within 30 days of receipt of the invoice	100% of creditors paid within 30 days of receipt of the invoice in all quarters
Supply Chain Management	Financial Management & Viability			3.15 Supply Chain Policy (SCM) Reviewed and submitted to Council for approval	Coordination of the review of SCM Policy	Approved SCM Policy & Council Resolution	Supply Chain Policy (SCM) Reviewed and submitted to Council for approval	Supply Chain Policy (SCM) Reviewed and submitted to Council for approval by 30 June 2024	0	0	0	Supply Chain Policy (SCM) Reviewed and submitted to Council for approval	Supply Chain Policy (SCM) Reviewed and submitted to Council in quarter 4

		To improve Municipality's financial planning, revenue collection, expenditure and reporting capability		3.16 % of Contract/SLAs signed in line with tender regulation (within 14 days after receipt of acceptance letter)	Coordination and Facilitation of contract management	Contract Management Register and Signed SLAs	100% of Contract/SLAs signed in line with tender regulation (within 14 days after receipt of acceptance letter)	100% of Contract/SLAs signed in line with tender regulation (within 14 days after receipt of acceptance letter)	100% of Contract/SL As signed in line with tender regulation (within 14 days after receipt of acceptance letter)	100% of Contract/SLAs signed in line with tender regulation (within 14 days after receipt of acceptance letter)	100% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)	100% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)	Q1- Q2 100% of Contract/SLAs signed in line with tender regulation (within 14 days after receipt of acceptance letter) Q3 – Q4 100% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)
Supply Chain Management				3.17 Number of Procurement Plan compiled and submitted to Treasury	Coordination and Facilitation of the compilation of MLM Procurement Plan	Approved Adjusted 2023/24 Procurement Plan Council resolution 2024/25 Approved Procurement Plan and council resolution	5 Procurement Plan compiled	1 Procurement Plan compiled			Approved Adjusted 2023/24 Procurement Plan tabled in council	2024/25 Institutional Procurement Plan must be compiled and submitted to council by 30 June 2024	1 Procurement Plan compiled and submitted to Treasury in quarter 4
				3.18 %of tenders (>R200 000) awarded within 90 days of advertisement	Acquisition Management	Appointment Letters	100% % of tenders (>R200 000) awarded within 90 days of advertisement	100% % of tenders (>R200 000) awarded within 90 days of advertisement	100% % of tenders (>R200 000) awarded within 90 days of advertisement	100% of tenders (>R200 000) awarded within 90 days of advertisement	100% of tenders (>R200 000) awarded within 90 days of advertisement	100% of tenders (>R200 000) awarded within 90 days of advertisement	100% of tenders (>R200 000) awarded within 90 days of advertisement in all quarters

Supply Chain Management	Financial Management & Viability	To improve Municipality's financial planning, revenue collection, expenditure and reporting capability		3.19 % of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Adjudication Committee	Facilitation of appointments adjudicated on successful bidders	Appointment letters adjudication Report	100% on appointment of successful bidders	100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Adjudication Committee	100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Adjudication Committee	100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Adjudication Committee	100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Adjudication Committee	100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Adjudication Committee	Q1-Q4 100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Adjudication Committee
				3.20 % on Reduction of irregular expenditure incurred on annual basis	Performance Evaluation on contracted services	Register	100% reduction irregular expenditure accrued/ incurred on appointments/contracted	100% reduction irregular expenditure accrued/ incurred on appointments/ contracted	100% reduction irregular expenditure accrued/ incurred on appointments	100% reduction irregular expenditure accrued/ incurred on appointments	100% reduction irregular expenditure accrued/ incurred on appointments	100% reduction irregular expenditure accrued/ incurred on appointments	Q1 -Q 4 100% reduction irregular expenditure accrued/ incurred on appointments
				3.21 Audit Action Plan developed and submitted to Council for approval	Coordination & Facilitation on development of Audit Action Plan	Approved audit action plan and council resolution	Audit Action Plan developed annually and submitted to Council for approval	Audit Action Plan developed and submitted to Council for approval by 31st January 2024			Audit Action Plan developed &submitted to Council for approval by 31st Jan 2024		Q3 - Audit Action Plan developed and submitted to Council for approval
Finance		Financial Management		3.22 % of OPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated funds	Financial Reports s71	100 % of allocated OPEX Budget spending	100% of allocated OPEX Budget spent by 2024			75% of allocated OPEX Budget spent	100% of allocated OPEX Budget spent	Q 3 Reports of allocated OPEX Budget spending

				3.23 % of CAPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated funds	Financial Reports s71	100 % of CAPEX allocated spending	100% of allocated CAPEX Budget spent by 2024			75% of allocated CAPEX Budget spent	100% of allocated CAPEX Budget spent	Q 3 Reports of allocated CAPEX Budget spending
		Facilitation and Coordination of Staff Establishment		3.24 % of vacancy rate maintained at 25% of total departmental staff compliment/ establishment	Facilitation and coordination of Staff establishment	Appointment letters Structure (quantify)	75% of total staff compliment/ establishment maintained	75% of total staff compliment/ establishment maintained by 30 June 2024		75% of total staff compliment/ establishment maintained by 30 June 2024		75% of total staff compliment/ establishment maintained by 30 June 2024	Reports on total staff compliment/ establishment maintained in Q 2 and Q4
		Contract Management		3.25 100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	Performance Evaluation on contracted services	Assessment Sheet	100% of Evaluations on performance of contracted services	100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.	Q1 -Q4 100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis
				3.26 Number of Procurement Plan compiled and submitted to SCM (NEW)	Coordination & Facilitation of procurement Plan	Approved Procurement Plan and proof of submission to SCM	4 Procurement Plans compiled and submitted to SCM	1 Procurement Plan compiled and submitted to SCM by 30 June 2024				Procurement Plan must be compiled and submitted to SCM by 30 May 2024	PP developed and submitted to SCM in Q 1

3.1.4. Key Performance Area 4: Municipal Transformation and Institutional Development

- Organizational Development & Corporate Services

KPA 4	MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT
OFFICE/DIRECTORATE	ORGANIZATIONAL DEVELOPMENT & CORPORATE SERVICES

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target 2023/24 Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
Institutional Development	Municipal Transformation & Institutional Development	To Improve administrative capability of Municipality		4.1 Organizational Structure reviewed and submitted to Council for approval	Coordination and facilitation of development of Staff establishment (Organogram)	Progress Report Approved Organizational Structure and Council Resolution	Organizational Structure reviewed and submitted to Council for approval	Organizational Structure reviewed and submitted to Council for approval by 30 March 2024	Review Organisational structure	Tabling Reviewed structure to SM	Progress report on the development of the organization al structure tabled in council.	Draft structure presented to council by 30 June 2024	Q1 Review Organisational structure Q2 and Q4 Tabling Reviewed structure to Council
Institution al Development		To Improve administrative capability of Municipality		4.2 Human Resource Plan developed, reviewed annually, aligned to Staff Establishment and submitted to Council for approval	Coordination and Facilitation of development of HR Plan	Approved HR Plan and Council Resolution	Human Resources Plan developed, reviewed annually, aligned to Staff Establishment and submitted to Council for approval	Human Resources Plan developed aligned to Staff Establishment and submitted to Council for approval by 30 June 2024	Development of the Plan	Tabling of the Plan to SM	Tabling of the Plan to Council for approval	0	Q1 Development of the Plan Q2-3 Tabling of the Plan to SM and Council
				4.3 % of funded posts filled within 90 days after declaring vacancy	Coordination and Facilitation of filling of vacant	Advertisement and Report on appointments	100 % of funded posts filled within 90 days after position	100% of funded posts filled within 90 days position becoming vacant by 30 June 2024	100% % of funded posts filled within 90 days after position	100% of funded posts filled within90 days after position	100% of funded posts filled within 90 days after position	100% of funded posts filled within 90 days after position becoming vacant	100% of funded posts filled within 90 days after position becoming vacant

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target 2023/24 Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
				(Circular 88)	posts		becoming vacant		becoming vacant	becoming vacant	becoming vacant		
				4.4 % of signed Performance Agreements by employees (Circular 88)	Coordination and Facilitation of signing the Performance Agreements by employees	Progress Report and signed PAs	100% of signed Performance Agreement s by employees	100% of signed Performance Agreements by employees by 30 June 2024	100% of signed Performance Agreements by all employees	0	0	0	Signing of PAs Q1 = 100% (Chapter 5 of MSR)
				4.5 Employment Equity Plan developed, annually reviewed and submitted to Council for approval by 15th January	Coordination Of and Facilitation of development and annually review of EEP	Approved EEP & Council Resolution	Employment Equity Plan developed, annually reviewed, and submitted to Council for approval	Employment Equity Plan developed and submitted to Council for approval by 30 June 2024	0	0	Employment Equity Plan developed and submitted to Council for approval	0	Employment Equity Plan developed and submitted to Council for approval in quarter 3
Human Resource Development	Municipal Transformation & Institutional Development	To Improve administrative capability of Municipality		4.6 Number of Workplace Skills Plan (WSP) developed, annually reviewed, and submitted to LGSETA by end of April	Coordination and Facilitation of development of WSP	Compiled WSP	5 Workplace Skills Plan (WSP) developed, annually reviewed, and submitted to LGSETA by end of April	1 Workplace Skills Development Plan (WSP) developed and submitted to LGSETA by end of April 2024	0	0	0	Workplace Skills Development Plan (WSP) developed and submitted to LGSETA	Workplace Skills Development Plan (WSP) developed and submitted to LGSETA in quarter 4

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target 2023/24 Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
				4.7 Annual Training Report compiled and submitted to LGSETA by April	Coordination and facilitation of development of ATR	Compiled ATR and acknowledgement letter from LGSETA	Annual Training Report compiled and submitted to LGSETA by April	Annual Training Report compiled and submitted to LGSETA by April 2023	0	0	0	Annual Training Report compiled and submitted to LGSETA	Annual Training Report compiled and submitted to LGSETA in quarter 4
Occupational Health and Safety	Municipal Transformation & Institutional Development			4.8 Number of Health and Safety Representative Committee meetings held	Coordination and Facilitation of Health and Safety representative Committee	Attendance Register & Minutes	20 Health and Safety Representative Committee meetings held	4 Health and Safety Representative Committee meetings held by 30 June 2024	1 Health and Safety Representative Committee meetings held	1 Health and Safety Representative Committee meetings held	1 Health and Safety Representative Committee meetings held	1 Health and Safety Representative Committee meetings held	1 Health and Safety Representative Committee meetings held quarterly
				4.9 Number of Trainings/Workshop for OHS Reps conducted	Coordination and Facilitation of OHS Rep Training /Workshop	Attendance Register & Reports	5 Trainings/ Workshop for OHS Representatives conducted	1 Trainings /Workshop for OHS Representatives conducted by 30 June 2024	0	1 Trainings/Workshop for OHS Representatives conducted	0	0	1 Training/ Workshop for OHS Representatives conducted in quarter 2
				4.10 Number of OHS Awareness campaigns conducted	Coordination and Facilitation of OHS Training	Attendance Register	20 OHS Awareness campaigns conducted	4 OHS Awareness campaigns conducted by 30 June 2024	1 OHS Awareness campaign conducted	1 OHS Awareness campaign conducted	1 OHS Awareness campaign conducted	1 OHS Awareness campaign conducted	1 OHS Awareness campaign conducted quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target 2023/24 Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
				4.11 Number of Employee Wellness Programmes conducted	Coordination of Employees Wellness	Attendance Register & Report	5 Employee Wellness Programme s conducted	1 Employee Wellness Programme conducted by 30 June 2024	0	1 Employee Wellness Programme conducted	0	0	1 Employee Wellness Programme conducted in quarter 2
Occupational Health and Safety				4.12 % of reported occupational injuries attended to in a required time frame(7days)	Coordination of Employees Wellness	Incident Register and progress report	100% attendance to occupational injuries reported	100% attendance to occupational injuries reported by 30 June 2024	100 % of reported Occupational injuries attended to in a required in time frame(7days)	100 % of reported occupational injuries attended to in a required time frame(7days)	100 % of reported occupational Injuries attended to in a required time frame (7days	100 % of reported occupational injuries attended to in a required time frame(7days))	100 % attendance to reported occupational injuries within a required time frame(7days) in all quarters
Labour Relations				4.13 % of reported cases of misconduct attended to within 90 days of reporting	Promotion of sound Labour Relations	Case Management Register	100% of reported cases of misconduct attended to within 90 days of reporting	100% of reported cases of misconduct attended to within 90 days of reporting by 30 June 2024	100 % of reported cases of misconduct attended to within 90 days of reporting	100 % of reported cases of misconduct attended to within 90 days of reporting	100 % of reported cases of misconduct attended to within 90 days of reporting	100 % of reported cases of misconduct attended to within 90 days of reporting	100 % attendance to reported cases of misconduct within 90 days in all quarters
				4.14 Number of LLF Meetings held monthly	Promotion of sound Labour Relations	Attendance Register & Minutes	60 LLF Meetings held	12 LLF Meetings held monthly by 30 June 2024	3 LLF Meetings held	3 LLF Meetings held	3 LLF Meetings held	3 LLF Meetings held	3 LLF Meetings held quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target 2023/24 Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
Records Management Services	Municipal Transformation & Institutional Development			4.15 Record Management Policy Procedure Manual developed submitted Council approval.	Coordination and Facilitation of the development of Record Management Policy	Approved Record Management Policy & procedure manual and Council Resolution	Record Management Policy & Procedure Manual developed and approved by Council	Record Management Policy Procedure Manual developed submitted Council approval by June 2024	Review of Policy	Draft presented to Senior Management	0	Record Management Policy approved by council	Q1 Review of Policy Q2 presented to Senior Management and Q3 presented to Draft and Council
				4.16 % in disposal of records in accordance with National archives Act	Coordination And Facilitation of Records disposal.	Distraction or Transfer certificate	% in disposal of records in accordance with National archives Act	100% % in disposal of records in accordance with National archives Act by 30 June 2024	100% disposal of records in accordance with National archives Act	100% disposal of records in accordance with National archives Act	100% disposal of records in accordance with National archives Act	100% disposal of records in accordance with National archives Act	100% disposal of records in accordance with National archives Act in all quarters
				4.17 Number of Record Management Awareness programmes conducted	Coordination & Facilitation of Record Managemen t System	Attendance Registers	20 Record Management Awareness programme s conducted	5 Record Management Awareness programmes conducted	1 Record Management Awareness programme conducted	1 Record Management Awareness programme conducted	1 Record Management Awareness programme conducted	1 Record Management Awareness programme conducted	1 Record Management Awareness programme conducted in quarterly
Records Management Services	Municipal Transformation & Institutional Development			4.18 Records Management Manual developed and submitted to Council for approval.	Coordination and Facilitation of development of Records Management Manual	Procedure manual and Council Resolution	1 Manual developed, approved, and annually reviewed by Council	Manual developed and submitted to Council for approval by 30 June 2024				Manual approved by Council	Manual developed and submitted to Council for approval by 30 June 2024

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target 2023/24 Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
				4.19 % of maintenance and up keeping of Municipal buildings	Facilitate Maintenance and cleaning of Municipal buildings	Progress Report	100% of maintenance and up keeping of Municipal buildings	100% of maintenance and up keeping of Municipal buildings by 30 June 2024	100% of maintenance and up keeping of Municipal buildings	100% of maintenance and up keeping of Municipal buildings	100% of maintenance and up keeping of Municipal buildings	100% of maintenance and up keeping of Municipal buildings	100% of maintenance and up keeping of Municipal buildings on all quarters
Legal Services		To promote legal compliance to minimise litigations and lawsuits		4.20 % of attendance of litigations in favour or against the Municipality as an when they occur	Facilitation of Litigation	Litigation(s) Register & Progress Report	100 % of attendance of litigations in favour or against the Municipality as an when they occur	100 % of attendance of litigations in favour or against the Municipality as an when they occur by 30 June 2024	100% % of attendance of litigations in favour or against the Municipality as an when they occur	100% % of attendance of litigations in favour or against the Municipality as an when they occur	100% % of attendance of litigations in favour or against the Municipality as an when they occur	100% % of attendance of litigations in favour or against the Municipality as an when they occur	100% % attendance of litigations in favour or against the Municipality as an when they occur in all quarters
				4.21 % of Contacts/SLAs rereferred and finalised in line with tender regulations	Facilitation of compliance with regard to contract management	Referral and Request register of Contract/ SLAs Drafted SLAs	100% of Contacts/SLAs rereferred and finalised in line with tender regulations	100% of Contacts/SLAs rereferred and finalised in line with tender regulations by 30 June 2024	100% of Contacts/SLAs rereferred and finalised in line with tender regulations	100% of Contacts/SLAs rereferred and finalised in line with tender regulations	100% of Contacts/ SLAs rereferred and finalised in line with tender regulations within 10 days of receipt from end-user.	100% of Contacts/ SLAs rereferred and finalised in line with tender regulations within 10 days of receipt from end-user.	100% of Contacts/SLAs rereferred and finalised in line with tender regulations in all quarters
		Financial Management		4.22 % of OPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated funds	Expenditure (s71) Report	100 % of allocated OPEX Budget spending	100% of allocated OPEX Budget spent by 2024			75% of allocated OPEX Budget spent	100% of allocated OPEX Budget spent	Q3 Report on allocated OPEX Budget spending

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target 2023/24 Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
				4.23 % of CAPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated funds	Expenditure (s71) Report	100 % of CAPEX allocated spending	100% of allocated CAPEX Budget spent by 2024			75% of allocated CAPEX Budget spent	100% of allocated CAPEX Budget spent	Q3 Report on allocated CAPEX Budget spending
				4.24 % of vacancy rate maintained at 25% of total departmental staff compliment/ establishment	Facilitation and coordination of Staff establishment	Vacancy rate status report	75% of total staff compliment/ establishment maintained	75% of total staff compliment/ establishment maintained by 30 June 2024		75% of total staff compliment/ establishment maintained by 30 June 2024		75% of total staff compliment/ establishment maintained by 30 June 2024	Reports on total staff compliment/ establishment maintained in Q 2 and Q4
		Contract Management		4.25 100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	Performance Evaluation on contracted services	Progress report on Evaluation of service providers	100% of Evaluations on performance of contracted services	100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	100% of performance Evaluation on contracted services as per Contract and Contract register	100% of performance Evaluation on contracted services as per Contract and Contract register	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter.	Q1-Q4 performance Evaluation on contracted services as per the contracted work

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target 2023/24 Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
		Demand Management		4.26 Number of Procurement Plan compiled and submitted to SCM (NEW)	Coordination & Facilitation of procurement Plan	Approved Procurement Plan and proof of submission to SCM	4 Procurement Plans compiled and submitted to SCM	1 Procurement Plan compiled and submitted to SCM by 30 June 2024				2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024	PP developed and submitted to SCM in Q1 & Q 4

3.1.5. Key Performance Area 5: Good Governance and Public Participation

- Office of the Executive Mayor
- Office of the Speaker
- Office of the Council Whip
- Corporate Services and Organizational Development
- Office of the Municipal Manager

KPA 5	GOOD GOVERNANCE AND PUBLIC PARTICIPATION
OFFICE/DIRECTORATE	OFFICE OF THE EXECUTIVE MAYOR

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target					Explanation of Target
								2023/24 Target	Q1	Q2	Q3	Q4	
Special Programmes	Good governance e and public participation	**To implement special programmes aimed at the needs of Vulnerable groups and Youths within the community**		5.1 Number of public and special outreach programmes conducted for the needs of Vulnerable groups (Women, elderly, children & Disabled) within the community	Coordination of Outreach Programmes for Vulnerable groups	Attendance Register	60 public and special outreach programmes conducted for the needs of Vulnerable groups (Women, elderly, children & Disabled) within the community	12 public and special outreach programmes conducted for the needs of Vulnerable groups (Women, elderly, children & Disabled) within the community by 30 June 2024	public and special outreach programmes conducted or the needs Vulnerable groups (Women, elderly, children & Disabled) ithin the community	4 public and special outreach programmes conducted for the needs of Vulnerable groups (Women, elderly, children & Disabled) within the community	public and special outreach programmes conducted for the needs of Vulnerable groups (Women, elderly, children & Disabled) within the community	3 public and special outreach programmes conducted for the needs of Vulnerable groups (Women, elderly, children & Disabled) within the community	public and special outreach programmes conducted quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target					Explanation of Target
								2023/24 Target	Q1	Q2	Q3	Q4	
				5.2 Number of Youth Summit held	Coordination of Youth Summit	Attendance Register	5 Youth Summit held	1 Youth Summit held by June 2024	0	0	0	1 Youth Summit held	1 Youth Summit held in quarter 4
				5.3 Number of Youth Awareness programmes (Alcohol/Drug Abuse, Teenage pregnancy & Youth Day commemoration) Conducted	Coordination n of Youth Awareness programme s/campaign s	Notice Attendance Register	20 Youth Awareness programmes (Alcohol/Drug Abuse, Teenage pregnancy & Youth Day Commemoration) conducted	4 Youth Awareness programmes (Alcohol/Drug Abuse, Teenage pregnancy & Youth Day Commemoration) conducted by end of June 2024	1 Youth Awareness programme conducted	1 Youth Awareness programme conducted	: 2 Youth Awareness programmes (Alcohol/Drug Abuse, Teenage pregnancy & Youth Day commemoration) conducted	1 Youth Awareness programme conducted	1 Youth Awareness programme conducted quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target					Explanation of Target
								2023/24 Target	Q1	Q2	Q3	Q4	
		To Ensure that there is coherent approach in the Municipality in dealing with pandemics (HIV/AIDS& TB including Covid 19 & GBV)		5.4 Number of Public Health Awareness programmes conducted (HIV/AIDS, TB, Cancer & Covid 19.)	Coordination of Public Health Programmes	Attendance Register	20 of Public Health Awareness programmes conducted (HIV/AIDS, TB, Cancer & Covid 19.)	4 Public Health Awareness programmes conducted (HIV/AIDS, TB, Cancer & Covid 19.)	1 Public Health Awareness programme conducted	1 Public Health Awareness programme conducted	1 Public Health Awareness programme conducted	2 Public Health Awareness programme conducted	1 Public Health Awareness programmes conducted quarterly
	Good governance and Public Participation			5.5 Number of GBV Awareness programmes held	Coordination of GBV awareness campaigns	Notice Attendance registers	5 GBV Awareness programmes held	1 GBV Awareness programmes held by 30 June 2024	0	1 GBV Awareness programmes held *(16 days of activism against GBV)*	0	0	1 GBV Awareness programmes held (16 days of activism against GBV in quarter 2
Leadership and Council Oversight	Good governance and public participation	To provide leadership and oversight on Council matters		5.6 Number of MAYCO Meetings held	Coordination and Facilitation of MAYCO Meetings	Notice; Attendance registers and Minutes of Meetings	20 MAYCO Meetings held	4 MAYCO Meetings held	1 MAYCO Meetings held	1 MAYCO Meetings held	1 MAYCO Meeting held	1 MAYCO Meeting held	1 MAYCO Meeting held quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	Annual Target					Explanation of Target
								2023/24 Target	Q1	Q2	Q3	Q4	
		Financial Management		5.7 % of OPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated funds	Expenditure Report	100 % of allocated OPEX Budget	100 % of allocated OPEX Budget			75% of allocated OPEX Budget spent	100% of allocated OPEX Budget spent	Q3 Report on allocated OPEX Budget spending
				5.8 % of CAPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated funds	Expenditure Report	100 % of CAPEX allocated spending	100 % of CAPEX allocated spending			75% of allocated CAPEX Budget spent	100% of allocated CAPEX Budget spent	Q3 Report on allocated CAPEX Budget spending
				5.9 % of vacancy rate maintained at 25% of total departmental staff compliment/ establishment	Facilitation and coordination of Staff establishment	Vacancy Status Report	75% of total staff compliment/ establishment maintained	75% of total staff compliment/ establishment maintained		75% of total staff compliment/ establishment maintained		75% of total staff compliment/ establishment maintained	Reports on total staff compliment/ establishment maintained in Q2 and Q4
		Demand Management		4.26 Number of Procurement Plan compiled and submitted to SCM (NEW)	Coordination & Facilitation of procurement Plan	Approved Procurement Plan and proof of submission to SCM	4 Procurement Plans compiled and submitted to SCM	1 Procurement Plan compiled and submitted to SCM by 30 June 2024				2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024	PP developed and submitted to SCM in Q 4

KPA 5	GOOD GOVERNANCE AND PUBLIC PARTICIPATION
OFFICE/DIRECTORATE	OFFICE OF THE SPEAKER

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Base line	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target (2022/27)	Annual Target 2023/24 Target	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
Public Participation	Good governance and public participation	Ensure transparency, Accountability, and regular engagements with communities and stakeholders		5.10 Public Participation Strategy developed, reviewed annually, and submitted to Council for approval	Coordination and Facilitation of development not of Public Participation Strategy	Approved Public Participation on & Council Resolution	Public Participation on Strategy developed, reviewed annually, and submitted to Council for approval	Public Participation Strategy developed and submitted to Council for approval by 30 June 2024			Review submitted to Management.	Review submitted to council for adoption for council for approval	Q3 and 4 Draft submitted to Management and Council
				5.11 Number of ordinary Council meetings held, and community members invited	Coordination of ordinary Council Meetings	Public Notice& Attendance Register	20 ordinary Council meetings held, and community members invited	4 ordinary Council meetings held and community members invited by 30 June 2024	1 ordinary Council meeting held	1 ordinary Council meeting held	1 ordinary Council meeting held	1 ordinary Council meeting held	1 ordinary Council meeting held quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Base line	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target (2022/27)	Annual Target	Quarterly Targets				Explanation of Target
								2023/24 Target	Q1	Q2	Q3	Q4	
				5.12 Number of Ward Meetings held by Ward Councillors per ward.	Coordination Facilitation of public participation	Attendance Register & Minutes	460 Ward Meetings held by Ward Councillors per ward.	92 Ward Meetings held by Ward Councillors per ward by 30 June 2024	23 Ward Meeting s held by Ward Council-lors per ward	23 Ward Meetings held by Ward Councillors per ward	23 Ward meetings per quarter (1 held by each ward councillor per quarter)	23 Ward meetings per quarter (1 held by each ward councillor per quarter)	23 Ward Meetings held by Ward Councillors per ward quarterly
				5.13 Number of Ward plans developed by Ward Committees	Coordination of development of Ward Plan	Developed ward plans	115 Ward plans developed by Ward Committee s	23 Number of Ward plans developed by Ward Committee s by 30 June 2024	0	0	0	23 Number of Ward plans developed by Ward Committees	23 Number of Ward plans developed by Ward Committees in quarter 4
				5.14 Number of Ward Committees established	Coordination and Facilitation of Ward Committees establishment	Report Appointment letters, minutes	23 Ward Committees established	23 Ward Committees established by 30 June 2024			23 Ward Committee reports on the status of the establishmen t of Ward Committees	23 Ward Committee reports on the status of the establishmen t of Ward Committees	23 Ward Committees established by 30 June 2024

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Base line	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target (2022/27)	Annual Target	Quarterly Targets				Explanation of Target
								2023/24 Target	Q1	Q2	Q3	Q4	
				5.15 Number of Ward Committee meeting held annually per ward	Coordination of Ward Committee Meetings per ward	Attendance e Register & Minutes	460 Ward Committee meetings held per ward	92 Ward Committee meetings held per ward by 30 June 2024	23 Ward Committee meeting held per ward	23 Ward Committee meeting held per ward	23 Ward Committee meeting held per ward	23 Ward Committee meeting held per ward	23 Ward Committee meeting held per ward quarterly
				5.16 % of Petitions received and attended to within 7 days of receipt	Managing petitions	Petition Register	100% of Petitions received and attended to within 7 days of receipt	100% of Petitions received and attended to within 7 days of receipt by 30 June 2024	100% of Petition s received and attended d to	100% of Petitions received and attended to	100% of Petitions received and attended to	100% of Petitions received and attended to	100% attendance to Petitions received in all quarters
				5.17 % of OPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated fund	Expenditure Report	100 % of allocated OPEX Budget	100 % of allocated OPEX Budget			75% of allocated OPEX Budget spent	100% of allocated OPEX Budget spent	Q3 Report on allocated OPEX Budget spending
				5.18 % of CAPEX Allocation/Budgeted spent (NEW) 100 % of CAPEX allocated spending	Facilitation of spending of allocated funds	Expenditure Report	100 % of CAPEX allocated spending	100 % of CAPEX allocated spending			75% of allocated CAPEX Budget spent	100% of allocated CAPEX Budget spent	Q3 Report on allocated CAPEX Budget spending

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Base line	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target (2022/27)	Annual Target	Quarterly Targets				Explanation of Target
								2023/24 Target	Q1	Q2	Q3	Q4	
				5.19 % of vacancy rate maintained at 25% of total departmental staff compliment/ establishment	Facilitation and coordination of Staff establishment	Vacancy Status Report	75% of total staff compliment/ establishment maintained.	75% of total staff compliment/ establishment maintained		75% of total staff compliment/ establishment maintained		75% of total staff compliment/ establishment maintained	Reports on total staff compliment/ establishment maintained in Q2 and Q4
		Demand Management		4.26 Number of Procurement Plan compiled and submitted to SCM (NEW)	Coordination & Facilitation of procurement Plan	Approved Procurement Plan and proof of submission to SCM	4 Procurement Plans compiled and submitted to SCM	1 Procurement Plan compiled and submitted to SCM by 30 June 2024				2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024	PP developed and submitted to SCM in Q 4

KPA 5			GOOD GOVERNANCE AND PUBLIC PARTICIPATION										
OFFICE/DIRECTORATE			**OFFICE OF COUNCIL WHIP**										
Priority Area/ Programme	**Key Performance Area**	**Strategic Objectives**	**Baseline**	**Key Performance Indicators**	**Strategy**	**Portfolio Of Evidence**	**5 Year Targets**	**2023/24 Annual Target**	**Quarterly Targets**				**Explanation of Target**
									Q1	**Q2**	**Q3**	**Q4**	
Council Management	Good governance e and public participation on	To provide continuous political support on matters affecting Council management and stability		5.20 No of Whippery meetings convened to deal with Municipal matters.	Whippery Meeting	Whippery Attendance Register	60 Whippery meetings convened to deal with Municipal matters.	12 Whippery meetings convened to deal with Municipal matters by 30 June 2024	3 Whippery meetings convened to deal with Municipal matters	3 Whippery meetings convened to deal with Municipal matters	3 Whippery meetings convened to deal with municipal matters	3 Whippery meetings convened to deal with Municipal matters	3 Whippery meetings convened to deal with Municipal matters quarterly
		Financial Mange-ment		5.21 % of OPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated funds	Expenditure Report	100 % of allocated OPEX Budget	100 % of allocated OPEX Budget			75% of allocated OPEX Budget spent	100% of allocated OPEX Budget spent	Q3 Report on allocated OPEX Budget spending
		Facilitation and coordination of Staff establishment		5.22 % of vacancy rate maintained at 25% of total departmental staff compliment/ establishment	Facilitation and coordination of Staff establishment	Vacancy Status Report	75% of total staff compliment/ establishment maintained	75% of total staff compliment/ establishment maintained		75% of total staff compliment/ establishment maintained		75% of total staff compliment/ establishme nt maintained	Reports on total staff compliment/ establishment maintained in Q2 and Q4
		Demand Management		4.26 Number of Procurement Plan compiled and submitted to SCM (NEW)	Coordination & Facilitation of procurement Plan	Approved Procurement Plan and proof of submission to SCM	4 Procurement Plans compiled and submitted to SCM	1 Procurement Plan compiled and submitted to SCM by 30 June 2024				2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024	PP developed and submitted to SCM in Q 4

KPA 5	GOOD GOVERNANCE AND PUBLIC PARTICIPATION
OFFICE/DIRECTORATE	CORPORATE SERVICES AND ORGANIZATIONAL DEVELOPMENT

Priority Area	Key Performance Area	Strategic Objectives	Base-line	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	2022/23 Annual Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
Council Support	Good governance and public participation	Ensure all Council Committee s (s80) sit regularly and		5.23 Number of Portfolio Committees (s80) meetings held	Coordination and Facilitation of Portfolio Committee s Meetings	Attendance Register & Minutes	120 Portfolio Committees (s80) meetings held	24 Portfolio Committees (s 80) meetings held by 30 June 2024	6 Portfolio Committees (s80) meetings held	6 Portfolio Committees (s80) meetings held	6 Portfolio Committee s(s80) meetings held	6 Portfolio Committees (s80) meetings held	6 Portfolio Committees (s80) meetings held quarterly
		process items for Council decisions		5.24 % Monitoring of Council Resolutions implemented	Monitoring implement-ation of Council Resolution	Council Resolution Register	100% Monitoring implementation of Council Resolution	100% Monitoring implementation-on of Council Resolution by 30 June 2024	100 % Monitoring of Council Resolution s implemented	100 % Monitoring of Council Resolutions implement ed	100 % Monitoring of Council Resolutions implement ed	100 % Monitoring of Council Resolutions implemented	100 % Monitoring of Council Resolutions implemented in all quarters
		To provide continuous strategic support on organisational goals and performance ce		5.25 Number of Senior management Meetings held	Coordination of Senior Management Meetings	Attendance Register & Minutes	60 Senior management Meetings held	12 Senior management Meetings held by 30 June 2024	3 Senior management Meetings held	3Senior management Meetings held	3 Senior management Meetings held	3 Senior management Meetings held	3 Senior management Meetings held quarterly

KPA 5	GOOD GOVERNANCE AND PUBLIC PARTICIPATION												
OFFICE/DIRECTORATE	OFFICE OF THE MUNICIPAL MANAGER												
Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Targets	2022/23 Annual Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
Integrated development planning		To ensure Legally compliant and Credible IDP		5.26 IDP reviewed and approved annually		Reviewed IDP document & Council Resolution	5 IDP Documents developed and approved by Council	2024/25 IDP reviewed and approved by Council by 31 May 2024	Develop & Submit IDP/PMS Budget Process Plan to Council		Tabling of Draft to Council	Submit Final IDP to Council for approval	Q1 Develop & Submit IDP/PMS Budget Process to Council Q3 and 4 Tabling of Draft and Final IDP to Council
Performance management		To improve the administrative capability of the municipality		5.27 PMDS Policy / Framework developed reviewed and approved by Council	Coordination and facilitate on Review of PMDS Policy	Approved PMDS Policy and Council resolution	PMDS Policy reviewed and approved by Council	PMDS Policy reviewed and approved by Council by 30 June 2024	Review of PMDS Policy and submit to Council for approval	**0**	0	Reviewed 2024/25 PMDS Policy and submit to Council	Review of PMDS Policy and submit to Council for approval in quarter 1
				5.28 SDBIP developed and approved by Executive Mayor 28 days after the approval of IDP & Budget	Coordination of development and approval of SDBIP	Approved SDBIP	SDBIP developed and approved by Executive Mayor 28 days after the approval of IDP & Budget	SDBIPs developed and approved by Executive Mayor 28 days after the approval of IDP & Budget	0	**0**	Revised 2023/24 SDBIP 2024/25 Draft SDBIP	SDBIPs developed and submitted to the Executive Mayor for approval (28 days after the approval of IDP & Budget)	SDBIPs developed and submitted to the Executive Mayor for approval (28 days after the approval of IDP & Budget) in quarte 4
				5.29 Number of Performance Reports compiled	Coordination of submission of	Submitted reports and Council	20 Performance Reports Council by 30 June 2024	4 Performance Reports submitted to	1 Performance Report submitted (Q1 Performance	1 Performance Report submitted (Mid-Year & Annual	1 Performance Report submitted (Q3	1 Performance Report submitted Reports submitted Q4	Q1-Q4 Performance Report submitted to Council Q2 – Q 1 Per Q3-Midyear report & Quarter 2 report

				and submitted to Council					Reports submitted to Council)	Report submitted to Council)	Performance	Performance Reports submitted to Council)	Q4- Quarter 3 report

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target						Explanation of Target
								2023/24 Annual Target	Quarterly Targets				
									Q1	Q2	Q3	Q4	
Internal Audit	Good governance and public participation	To improve the administrative capability of the municipality		5.30 Number of Internal Audit reports on Performance review conducted and submitted to Audit committee	Coordination and submission on of Interna Audit Reports	Quarterly Internal Audit Reports	20 Quarterly Internal Audit Reports	4 Quarterly Internal Audit Reports compiled and submitted to Audit committee by 30 June 2024	1 Quarterly Internal Audit Report compiled and submitted to Audit committee	1 Quarterly Internal Audit Report compiled and submitted to Audit committee	1 Quarterly Internal Audit Report compiled and submitted to Audit committee	1 Quarterly Internal Audit Report compiled and submitted to Audit committee	1 Quarterly Internal Audit Report compiled and submitted to Audit committee quarterly
				5.31 Annual Internal Audit Plan developed and approved by Audit Committee by 30June annually	Coordination and Facilitation of the Development and Approval of Annual Internal Audit Plan	Approve d Internal Audit Plan and Minutes by Audit Committee	Approved Internal Audit Plan by Audit Committee Annually	Approved Internal Audit Plan by Audit Committee by 30 June 2024	0	0	0	Annual Internal Audit Plan developed and approved by Audit Committee	Annual Internal Audit Plan developed and approved by Audit Committee in quarter 4

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	2023/24 Annual Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
				5.32 % Implementation of Annual Internal Audit Plan	Coordination and Facilitation of the implantation of Annual Internal Audit Plan	Report on the progress implementation of Annual Internal Audit Plan	100% implementation of Annual Audit Internal Plan	100% implementation of Annual Internal Audit Plan by 30 June 2024	100% implementation of Annual Internal Audit Plan by 30 June 2024	100% implementation of Annual Internal Audit Plan by 30 June 2024	100% implementation of Annual Internal Audit Plan by 30 June 2024	100% implementation of Annual Internal Audit Plan by 30 June 2024	100% implementation of Annual Internal Audit Plan by 30 June 2024
				5.33 Annual Review of Internal Audit Committee Charter & Audit Committee Charter	Coordination and Facilitation of the review of Internal & Audit Committee Charter	Reports	Reviewed and approved Internal Audit Charter and Audit Committee Charter by Council	Internal Audit Charter and Audit Committee Charter reviewed and approved by Council by 30 June 2024				Review of Internal Audit Committee Charter & Audit Committee Charter	Review of Internal Audit Committee Charter & Audit Committee Charter in quarter 4
				5.34 Number of Audit Committee meetings convened annually	Coordination and Facilitation of Audit Committee meetings	Attendance registers and minutes of the meetings	20 Audit Committee meetings convened.	4 Audit Committee meetings convened by 30 June 2024	1 Audit Committee meeting convened	1 Audit Committee meeting convened	1 Audit Committee meeting convened	1 Audit Committee meeting convened	1 Audit Committee meeting convened quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	2023/24 Annual Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
Compliance	Good governance & Public participation			5.35 Compilation of compliance Assessment Register and monitoring conducted annually	Coordination and Facilitation of Compliance Assessment	Compliance Assessment Register and reports	Compliance Assessment Register compiled and monitored annually	Compliance Assessment Register compiled and monitored by 30 June 2024	Compilation of compliance Assessment Register	Monitoring and reporting on compliance register	Monitoring and reporting on compliance register	Monitoring and reporting on compliance register	Q1 Compilation of the register Q2-4 Monitoring and reporting on compliance register
Council Oversight		To improve the administrative capability of the municipality		5.36 Number of MPAC meetings held (S79)	Coordination and Facilitation of MPAC meetings	Attendance registers	20 MPAC Meetings held	4 MPAC Meetings held	1 MPAC Meetings held	1 MPAC Meetings held	1 MPAC Meetings held	1 MPAC Meetings held	1 MPAC Meetings held quarterly
Council Oversight				5.37 No of oversight report compiled and submitted to Council	Facilitation of Oversight by Council	Oversight Report Council Resolution	5 oversight report compiled and submitted to Council	1 oversight report compiled and submitted to Council by 30 June 2024			1 oversight report compiled and submitted to Council by 31March 2025		1 oversight report compiled and submitted to Council in Q 3

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target						Explanation of Target
								2023/24 Annual Target	Quarterly Targets				
									Q1	Q2	Q3	Q4	
				5.38 % of investigations reports referred to Council for Condonement against total number of investigations conducted	Facilitation of Oversight by Council	Report Council Resolution	100% of investigations reports referred to Council for Condonement against total number of investigations conducted	100% of investigations reports referred to Council for Condonement against total number of investigations conducted by 30 June 2024	100% of investigations reports referred to Council for Condonement against total number of investigations conducted by 30 June 2024	100% of investigations reports referred to Council for Condonement against total number of investigations conducted by 30 June 2024	100% of investigations reports referred to Council for Condonement against total number of investigations conducted by 30 June 2024	100% of investigations reports referred to Council for Condonement against total number of investigations conducted by 30 June 2024	100% of investigations reports referred to Council for Condonement against total number of investigations conducted in all quarters
				5.39 % of cases referred to Disciplinary Committee/Board by MPAC	Facilitation of Oversight by Council	Report	100% of cases referred to Disciplinary Committee/Board by MPAC	100% of cases referred to Disciplinary Committee/Board by MPAC by 30 June 2024	100% of cases referred to Disciplinary Committee/Board by MPAC by 30 June 2024	100% of cases referred to Disciplinary Committee/Board by MPAC by 30 June 2024	100% of cases referred to Disciplinary Committee/Board by MPAC by 30 June 2024	100% of cases referred to Disciplinary Committee/Board by MPAC by 30 June 2024	100% of cases referred to Disciplinary Committee/Board by MPAC in all quarters
Risk Management	Good governance and public participation	To build risk conscious culture within the Municipality		5.40 Review of Risk Management Policy and submission to Council for approval	Coordination and facilitation of Annual Review of Risk Management Policy	Reviewed Risk Management Policy and Council Resolution	Approved Reviewed Risk Management Policy and submission for Council Approval	Annually Reviewed Risk Management Policy and submission to Council by 30 June 2024	0	0	0	Review of Risk Management Policy and submission to Council	Review of Risk Management Policy and submission to Council in quarter 4

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	2023/24 Annual Target	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
				5.41 Review of Risk Management Strategy and submission to Council for Approval	Coordination and Facilitation of Reviewed Risk Management Strategy	Reviewed Risk Management Strategy and Council Resolution	Approved Risk Management Strategy and submission to Council for Approval	Annually Reviewed Risk Management Strategy and submission to Council for Approval by 30 June 2024	0	0	0	Review of Risk Management Strategy and submission to Council for Approval	Review of Risk Management strategy and submission to Council for Approval in quarter 4
				5.42 Compilation and updating of Risk Register and Risk Assessment conducted	Coordination of quarterly updating of Risk register and Risk Assessment Conducted	Updated Risk Register and Assessment report	Quarterly compilation and Updating of Risk Assessment conducted	Compilation and updating of Risk register and Risk Assessment conducted by 30 June 2024	Compilation and updating of Risk Register and Risk Assessment	Monitoring and updating of Risk Registers	Monitoring and updating of Risk Registers	Monitoring and updating of Risk Registers	Q1 Compilation and updating of the register Q2-4 Monitoring and updating of Risk Registers
				5.43 Number of Risk Management Committee meetings convened	Coordination and Facilitation of Risk Management Committee meeting conducted	Reports and Attendance Registers	20 Risk Management Committee meetings convened	4 Risk Management Committee meetings convened by 30 June 2024	1 Risk Management Committee meeting convened	1 Risk Management Committee meeting convened	1 Risk Management Committee meeting convened	1 Risk Management Committee meeting convened	1 Risk Management Committee meeting convened quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	2023/24 Annual Target	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
				5.44 Annual Review of Risk Management Committee Charter	Coordination and Facilitation of annual review of Risk Management Commit tee Charter	Approved Risk Management Committee Charter and minutes of Meeting	Risk Management Committee Charter reviewed annually	Risk Management Committee Charter reviewed by 30 June 2024	0	0	0	Review of Risk Management Committee Charter and submission to Council	Review of Risk Management Committee Charter in quarter 4
Information Communication & Technology	Good governance and public **participation**	To improve the administrative capability of the municipality		5.45 Review of ICT Policy and submitted to Council for approval	Coordination and facilitation of the Annual Review of ICT Policy	Approved ICT Policy and Council Council Resolution n	Approved ICT Policy and	Reviewed and approved ICT Policy by 30 June 2024	Review of ICT policy	Reviewed policy submitted to Management	Reviewed policy submitted to ICT steering committee	Reviewed policy submitted to council for approval	Q1 Review of ICT policy Q2-4 Reviewed policy submitted to Management, ICT steering committee and Council
				5.46 Number of ICT Steering committee meetings convened	Coordination and Facilitation of ICT Steering committee meetings	Reports & Attendance Registers	20 ICT Steering committee meetings convened	4 ICT Steering committee meetings convened by 30 June 2024	1 ICT Steering committee meeting convened	1 ICT Steering committee meeting convened	1 ICT Steering committee meeting convened	1 ICT Steering committee meeting convened	1 ICT Steering committee meeting convened quarterly

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	2023/24 Annual Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
				5.47 % Wide Area Network up time to over 95% as per the system (to be Generated by the system)	Maintenance of Wide Area Network up time to over 95%	Systems Reports	95 % Wide Area Network up time to over 95% as per the system (to be generated	95 % Wide Area Network up time to over 95% as per the system (to be generated	95 % Wide Area Network up time to over 95% as per the system (to be generated	95 % Wide Area Network up time to over 95% as per the system (to be generated by the system)	95 % Wide Area Network up time to over 95% as per the system (to be generated	95 % Wide Area Network up time to over 95% as per the system (to be generated by the system)	95 % Wide Area Network up time to over 95% as per the system (to be generated by the system) in all quarters
Communication	Good governance and public participation	To promote Inter-governmental Relations (IGR) and Communication channels with relevant stakeholders		5.48 Communication Policy developed, reviewed annually, and submitted to Council for approval	Coordination of evelopment of Communication Policy	Approved Communication Policy & Council Resolution	Communication Policy developed, reviewed annually, and submitted to Council	Communication Policy developed and submitted to Council for approval by 30 June 2024	Review Policy for mngt & council 2023_24			2024/25 Communication Strategy will be tabled in Council for adoption by 30 June 2024	Q1 Review for council adoption 2023 -24 Q4 Review submitted to Management and for Council adoption
				5.49 Communication Strategy developed, reviewed annually, and submitted to Council for approval	Coordination and Facilitation of Development of Communication Strategy	Approved Communication Strategy & Council Resolution	Communication Strategy developed, reviewed annually, and submitted to Council for approval	Communication Strategy developed, and submitted to Council for approval by 30 June 2024	Development of the communication strategy	Draft submitted to Management.	Draft Tabled in Council for approval	0	Q1 Development of the communication strategy Q2 and 3 Draft submitted to Management and Council

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	2023/24 Annual Target	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
				5.50 % of publications of MFMA s75 documents and other legislated documents in line with section 21A and 21B of the MSA to the community as and when received from the end user	Coordination of publication	Publication register	100 % of publication s publicized to community as an when received	100 % of publications publicized to community as an when received by 30 June 2024	100 % of publication s publicized to community as an when received	100 % of publications publicized to community as an when received	100% of publications of MFMA s75 documents and other legislated documents in line with section 21A and 21B of the MSA to the community as and when received from the end user	100% of publications of MFMA s75 documents and other legislated documents in line with section 21A and 21B of the MSA to the community as and when received from the end user	100 % of publications publicized to community as an when received in all quarters
				5.51 Number of Technical IGR Meetings attended	Strengthening Intergovernmental relations	Attendance Register & Report	20 Technical IGR Meetings attended	4 Technical IGR Meetings attended by 30 June 2024	1 Technical IGR Meeting attended	1 Technical IGR Meeting attended	1 Technical IGR Meeting attended	1 Technical IGR Meeting attended	1 Technical IGR Meeting attended quarterly
				5.22 % of quarterly updates made on Municipal website	Coordination of updating Municipal Website	Website update Register & Report	100% update of Municipal Website	100% update of Municipal Website by 30 June 2024	100% update of Municipal Website	100% update of Municipal Website	100% update of Municipal Website	100% update of Municipal Website	100 % update of Municipal Website in all quarters

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	2023/24 Annual Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
Unit Management (Deneysville & Oranjeville)	Good governance and public participation	To Ensure Universal Access to reliable and quality Basic Municipal services by all communities		5.53 Number of quarterly reports on service delivery submitted to Municipal Manager	Coordination and submission of quarterly service delivery reports from Units	Progress Reports	20 quarterly reports on service delivery (Unit Management) submitted to Municipal Manager	4 quarterly reports on service delivery (Unit Management) submitted to Municipal Manager by 30 June 2024	1quarterly report on service delivery (Unit Management) submitted to Municipal Manager	1quarterly report on service delivery (Unit Management) submitted to Municipal Manager	1quarterly report on service delivery (Unit Management) submitted to Municipal Manager	1 quarterly report on service delivery (Unit Management) submitted to Municipal Manager	1 service delivery report (Unit Management) Submitted to Municipal Manager quarterly
Security Management				5.54 Security Plan developed, reviewed annually and submitted to Council for approval	Coordination and facilitation of development and annual review of Security Plan	Approved Security Plan and Council Resolution	Security Plan developed, reviewed annually and submitted to Council for approval	Security Plan developed and submitted to Council for approval by 30 June 2024	Develop a Draft Security Plan	Submit a Draft Security Plan to Council for approval	0	Security Plan must be developed and tabled in council by 30 June 2024	Q1 -Develop a Draft Security Plan Q2- Submit a Draft Security Plan to Council for approval
				5.55 % of reported cases to SAPS as and when they occur	Security Management	Security incident register with case numbers	100% of reported cases to SAPS as and when they occur	100% of reported cases to SAPS as and when they occur by 30 June 2024	100% % of reported cases to SAPS as and when they occur	100% % of reported cases to SAPS as and when they occur	100% % of reported cases to SAPS as and when they occur	100% % of reported cases to SAPS as and when they occur	100% of reported cases to SAPS as and when they occur In all quarters

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	2023/24 Annual Target	Quarterly Targets Q1	Q2	Q3	Q4	Explanation of Target
				5.56 Number Security Reports compiled	Security Management	Reports	20 Security Reports compiled	4 Security Reports compiled by 30 June 2024	1 Security Report compiled	1 Security Report compiled	1 Security Report compiled	1 Security Report compiled	1 Security Report compiled quarterly
				5.57 Number Security Awareness programmes provided to Employees	Security Management	Attendance Registers	20 Security Awareness programmes provided to Employees	4 Security Awareness programmes provided to Employees	1 Security Awareness programmes provided to Employees	1 Security Awareness programmes provided to Employees	1 Security Awareness programmes provided to Employees	1 Security Awareness programmes provided to Employees	1 Security Awareness programme provided to Employees quarterly
Office of the Municipal Manager		Financial Manage-ment		5.58 % of OPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated funds	Expenditure (s71) Report	100 % of allocated OPEX Budget spending	100% of allocated OPEX Budget spent by 2024			75% of allocated OPEX Budget spent	100% of allocated OPEX Budget spent	Q3 Report on allocated OPEX Budget spending
				5.59 % of CAPEX Allocation/Budgeted spent (NEW)	Facilitation of spending of allocated funds	Expenditure (s71) Report	100 % of CAPEX allocated spending	100% of allocated CAPEX Budget spent by 2024			75% of allocated CAPEX Budget spent	100% of allocated CAPEX Budget spent	Q3 Report on allocated CAPEX Budget spending

Priority Area/ Programme	Key Performance Area	Strategic Objectives	Baseline	Key Performance Indicators	Strategy	Portfolio Of Evidence	5 Year Target	2023/24 Annual Target	Quarterly Targets				Explanation of Target
									Q1	Q2	Q3	Q4	
		Facilitation and Coordination of Staff Establishment		5.60 % of vacancy rate maintained at 25% of total departmental staff compliment/ establishment	Facilitation and coordination of Staff establishment	Vacancy rate status report	75% of total staff compliment/ establishment maintained	75% of total staff compliment/ establishment maintained by 30 June 2024		75% of total staff compliment/ establishment maintained by 30 June 2024		75% of total staff compliment/ establishment maintained by 30 June 2024	Reports on total staff compliment/ establishment maintained in Q2 and Q4
		Contract Management		5.61 100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	Performance Evaluation on contracted services	Progress report on Evaluation of service providers	100% of Evaluations on performance of contracted services	100% of performance Evaluation on contracted services as per Contract and Contract Management s116 on monthly basis and reported on quarterly basis	100% of performance Evaluation on contracted services as per Contract and Contract register	00% of performance Evaluation on contracted services as per Contract and Contract register	100% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter .	00% of Performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis within 9 days of the month/quarter .	Q1-Q4 performance Evaluation on contracted services as per the contracted work
		Demand management		5.62 Number of Procurement Plan compiled and submitted to SCM (NEW)	Coordination & Facilitation of procurement Plan	Approved Procurement Plan and proof of submission to SCM	4 Procurement Plans compiled and submitted to SCM	1Procurement Plan compiled and submitted to SCM by 30 June 2024				2024/25 Procurement Plan must be compiled and submitted to SCM by 30 May 2024	PP developed and submitted to SCM in Q 1 & Q4

THE END