15. <u>SERVICE DELIVERY & BUDGET IMPLEMENTATION PLANS (SDBIP)- 2017/18 (MM</u> 2/1/2/1): JUNE 2017

EXECUTIVE SUMMARY

The development, implementation and monitoring of the PMS is a requirement of the Municipal Systems Act (MSA) (Act 32 of 2000); and the Municipal Finance Management Act, (MFMA) (Act No. 56 of 2003). Accordingly the Organisational PMS 2017/18 to 2022 was approved with the IDP in May 2017.

In terms of Section 53 (1) (c) (ii) of the MFMA: "That the municipality's service delivery and budget implementation plan is approved by the mayor within 28 days after the approval of the budget" The Service Delivery Budget Implementation Plan (SDBIP) is a detailed one year plan of the municipality that gives effect to the IDP and the budget of the municipality. The SDBIP is a management plan for implementing the IDP through the approval budget. It is an expression of the objectives of the municipality, in quantifiable outcomes that will be implemented for the financial year. It includes the service delivery targets for each quarter and facilitates oversight over financial and non- financial performance of the municipality.

Accordingly, the Final SDBIP comprising of the following is submitted for the Mayor in consultation with the Executive Committee :

- ✓ Service Delivery Budget Implementation Plan (SDBIP) by Vote Quarterly projections of Service Delivery Targets and Performance Indicators for each Vote aligned to the approved Budget 2017/18
- ✓ Monthly Projections of Revenue to be Collected for each Source based on 1/12 principle
- ✓ Monthly Projections of Expenditure and Revenue for each Vote based on 1/12 principle
- ✓ Monthly projections of capital expenditure as per the approved Capital budget 2017/18 as per proposed Project Implementation Plans
- ✓ High level project implementation plans aligned to the Capital budget
- ✓ Service Delivery Budget Implementation Plan (SDBIP) of Uthukela Water (Pty) Ltd for the 2017/18 financial year
- ✓ Draft Performance Agreements for the Municipal Manager and managers reporting directly to the Municipal Manager

RECOMMENDED

a) That in terms of section 53 of the Municipal Finance Management Act read with Chapter 6 Local Government: Municipal Systems Act, 2000 (Act No.32 of 2000) as amended - the

Final SDBIP comprising of the following is submitted for the approval by the Mayor in consultation with the Executive Committee :-

- ✓ Service Delivery Budget Implementation Plan (SDBIP) by Vote Quarterly projections of Service Delivery Targets and Performance Indicators for each Vote aligned to the approved Budget 2017/18
- ✓ Monthly Projections of Revenue to be Collected for each Source based on 1/12 principle
- ✓ Monthly Projections of Expenditure and Revenue for each Vote based on 1/12 principle
- ✓ Monthly projections of capital expenditure as per the approved Capital budget 2017/18 as per proposed Project Implementation Plans
- ✓ High level project implementation plans aligned to the Capital budget
- ✓ Service Delivery Budget Implementation Plan (SDBIP) of UThukela Water (Pty) Ltd for the 2017/18 financial year
- that the Pro- forma Performance Agreement for the Municipal Manager and Managers directly accountable to the Municipal Manager be noted for finalization before the 31 July 2017;
- that the Municipal Manager finalise performance agreements for all officials occupying acting positions of section 57 managers by the 31 July 2017 as per the approved PMS Framework;
- d) That the final approved SDBIP, as signed off by the Mayor be made public as per section 53(3)(a) of the Municipal Finance Management Act (Act No. 56 of 2003) and be submitted to National and Provincial Treasury accordingly;
- e) That any further refinements be finalised prior to the publishing of the approved SDBIP's.

B E MSWANE (MR)
MUNICIPAL MANAGER

NEWCASTLE MUNICIPALITY
FINAL SDBIP 2017/18 : BUDGET AND TREASURY OFFICE

										FINAL SDBIP 2017/18 : BUDGET AN											
SDBIP REFERENC E NUMBER		NATIONAL KPA BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES		APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI No. LINKED TO IDP	KEY PERFORMANCE INDICATOR	KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	E BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
BTO001	6: Administra tive and	MUNICIPAL FINANCIAL VIABILITY AND financial MANAGEMEN managemen T t; and	Sound Financial Management /Viability	Achieve Value for money	To have an effective Supply Chain Management system in place;	Budget and Treasury Office	257,382,086.13	0	FV16.1.1	Approved annual procurement plan by July 2017 approved by the Finance Portfolio Standing Committee	ОИТРИТ	Approved procurement plan aligned to the approved budget	New KPI	Approved annual procurement plan by July 2017 approved by the Finance Portfolio Standin Committee	Approved annual procurement plan by July 2017 approved by the Portfolio Steering Committee		N/A	N/A	Director: Supply Chin Management	Annually	Minutes of PFSC and Approved Procurement Plan
BTO002	6: Administra tive and	MUNICIPAL FINANCIAL VIABILITY AND financial MANAGEMEN managemen t; and	Sound Financial Management /Viability	Achieve Value for money	To have an effective Supply Chain Management system in place;	Budget and Treasury Office			FV16.2.1	Turnaround times for bids at 120 days and for quotations 60 days (Tenders/Quotations)	ОПТРИТ	Number of days	120 days for bids and 60 days quotations	120 days for bids and 60 days quotations	and for quotations 60 days	for bids at 120 days	for bids at 120 days and for quotations 60 days	and for quotations 60 days	Director: Supply Chin Management	Quarterly	register certified by CFO with calculation,Bid committes and letter of awards etc
BTO003	6: Administra tive and	MUNICIPAL FINANCIAL VIABILITY AND MANAGEMEN T Sound financial managemen t; and		To ensure sound financial and fiscal management and good governance	Review the financial policies to ensure sound financial and fiscal management and good governance	Budget and Treasury Office				Supply Chain Management Policy reviewedand approved by May 2018	ОИТРИТ	SCM Policy approved by Counci by May 31	SCM Policy ill approved by Council by May 31	I SCM Policy approved by Council by May 31	N/A	N/A	Draft SCM policy submitted to council	SCM policy approved by Council	Director: Supply Chin Management	Quarterly	Council Resolution
BTO004	6: Administra tive and	MUNICIPAL FINANCIAL VIABILITY AND financial MANAGEMEN managemen T t; and	Sound Financial Management /Viability	Revenue enhancement	Facilitate the annual Review of the Revenue Enhancement Strategy	Budget and Treasury Office			FV19.1.1	Review the Revenue Enhancement Strategy by September 2017	OUTPUT	Council Minutes and Approved Revenue Enhancement Strategy in line with approved budget	Enhancement Strategy approved	Review the Revenue Enhancement Strategy by September 2017	Review the Revenue Enhancement Strategy by September 2017	N/A	N/A	N/A	Director: Expenditure and Revenue Enhancement	Annually	Council resolution and approved Revenue Enhancement Strategy
BTO005	6: Administra tive and	MUNICIPAL FINANCIAL VIABILITY AND financial MANAGEMEN managemen T t; and		To ensure sound financial and fiscal management and good governance	the roll out of m SCOA	Budget and Treasury Office			FV18.1.1	%age compliance with MSCOA assessment by National Treasury	OUTPUT	%age	New KPI	1009	s N/A	N/A	N/A	100%	Director: Expenditure and Revenue Enhancement	Annually	Compliance report by National Treasury
BTO006	6: Administra tive and	AND financial MANAGEMEN managemen	Sound Financial Management /Viability	To ensure effective and efficient billing and revenue collection processes.	To promote and / improve indigent subsidy and / benefit by ensuring that all indigent are eligible for the support and to eradicate a culture of non payment	Budget and Treasury Office			FV15.1.1	Number of meetings held per quarter to discuss indigent applications and explain the billing processes and emphases the payment of municipal bill as per Approved policy and procedures	ОИТРИТ	Number		D 34 (one meeting per ward	9 wards	9 wards	9 wards	8 wards	Director: Financial Manangement	Quarterly	Agenda and attendance register of meetings and report back to SED.
BTO007	6: Administra tive and	AND financial MANAGEMEN managemen	Sound Financial Management /Viability	To ensure effective and efficient billing and revenue collection processes.		Budget and Treasury Office			FV15.2.1	Annual verification of the indigent register performed at 30 July 2017	ОИТРИТ	Verification report	(Annual verification of the indigent register performed at 30 July 2017	Annual verification of the indigent register performed at 30 July 2017	0	0	0	Director: Financial Manangement	Annually	Verification report including methodology used in the process and portfolio committee in august
BTO008	6: Administra tive and	MUNICIPAL FINANCIAL VIABILITY Sound AND financial MANAGEMEN managemen T t; and		To ensure effective and efficient billing and revenue collection processes.		Budget and Treasury Office			FV15.3.1	Increase of payment factor by 2 percentage basis point by 30 June 2017	ОИТРИТ	Percentage	77%	6 799	77.50%	78%	78.50%	79%	Director: Financial Manangement	Quarterly	Payment factor report submitted to finance Portfolio Committee and portfolio minutes
BTO009	6: Administra tive and	AND financial MANAGEMEN managemen	Sound Financial Management /Viability	To ensure effective and efficient billing and revenue collection processes.		Budget and Treasury Office			FV15.4.1	%age of queries addressed within 90 days	ОИТРИТ	Percentage	· ·	D 80%	70%	73%	77%	80%	Director: Financial Manangement	Quarterly	Query Ageing report
BT0010	6: Administra tive and financial capability. Output 6: Administra tive and	AND financial MANAGEMEN managemen t; and MUNICIPAL FINANCIAL		To improve access to basic services To ensure sound financial and fiscal management and good governance	To ensure efficient and effectitive implementation of financial internal controls	Budget and Treasury Office			FV18.1.5	The percentage of households earning less than R1100 per month with access to free basic services; Financial viability in terms of debt coverage	ОИТРИТ	Percentage Percentage	22.8% (19 487/85410*100) 60%	23.2%(19829/85410*100) 6%	n/a n/a	n/a n/a	n/a n/a	23.2%(19829/85410 *100) 6%	Manangement	Anually Annually	Monthly income summary together with monthly summary of movement, STATS SA information Loan repayment schedule and Section 71 Reports
BTO011	financial capability. Output 6: Administra tive and	VIABILITY Sound AND financial MANAGEMEN managemen T t; and MUNICIPAL FINANCIAL VIABILITY Sound		To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls	Budget and Treasury Office			FV18.1.6	Financial viability in terms of cost coverage	ОИТРИТ	number of Months	1 Month	1 Month	n/a	n/a	n/a	1 Month	Director: Budget and Financial Reporting	Annually	Bank Statement, Investment Schedule and Section 71 Reports
BTO012	Output 6: Administra tive and financial capability.	MUNICIPAL FINANCIAL VIABILITY AND financial	Management /Viability	To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls	Budget and Treasury Office			FV18.1.7	Financial viability in terms of outstanding service debtors	ОИТРИТ	Percentage	82%	80%	n/a	n/a	n/a	80%	Director: Budget and Financial Reporting	Annually	Monthly income report submitted to Portfolio and calculation
BTO013	Output 6: Administra	MUNICIPAL FINANCIAL	Management /Viability Sound Financial	To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls	Budget and Treasury Office Budget and Treasury Office			FV18.1.2	%age compliance with MFMA reporting obligations as per MFMA calendar	OUTPUT	Percentage	100%	100%	100%	100%	100%	100%	Director: Budget and Financial Reporting	Monthly	National Treasury Compliance Report

SDBIP REFERENCE E NUMBE		NATIONAL B	ACK TO ASICS ILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES	FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI No. LINKED	KEY PERFORMANCE INDICATOR	KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
		AND fir MANAGEMEN mar		Sound Financial	To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls				FV17.1.1	Number of Financial policies reviewee by May 2018: 1. Tariff Pol-law 2. Tariff policy 3. Rates policy 4. Indigent policy 5. Customer care, Credit control, and Debt collection policy 6. Budget policy 7. Virement policy 8. Petty cash policy 9. Short Term insurance 10. Fund & Reserve policy 11. Cash management and Investment policy		Council resolution and Approved policies	Finance policies approved by 31 May 2017	1.5 d'art policies submitted to council 1. Tariff policy 2. Tariff policy 3. Rates policy 4. Indigent policy 5. Customer care, Credit control, and Debt collection policy 6. Budget policy 7. Virement policy 8. Petty cash policy 9. Short Term insurance 10. Fund & Reserve policy 11. Cash management and Investment policy 12. Borrowing policy 13. Loss control policy 14. Asset management policy 14 Asset management policy 15. Supply chain management policy 16. Tariff policy 16. Tariff policy 16. Tariff policy 17. Supply chain management policy 18. Tariff policy 18. Tariff policy 19. Tarif	N/A	N/A	15 draft policies submitted to council		SED: BTO	Annually	Council resolution and approved policies
BT0015	Output 6: Administra tive and financial capability.	MUNICIPAL FINANCIAL VIABILITY AND fii MANAGEMEN mar	Sound nancial nagemen	Management /Viability Sound Financial Management /Viability	To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls	Budget and Treasury Office Budget and Treasury Office			FV18.1.3	12. Borrowing policy Approval of Annual Budget for 2018'19 by the 31 May 2018	OUTPUT	Council Resolution and Approved Budget	Approve annual buget for 2017'18 by 31 May 2017	Approved Budget by 31 May 2018	N/A	N/A		Approved annual budget for 2018'19		Annually	Council resolution
	Output 6: Administra tive and financial capability.	MUNICIPAL FINANCIAL VIABILITY AND fii MANAGEMEN mar	Sound lancial agemen	Sound Financial	To ensure sound financial and fiscal management and good governance	To ensure efficient and effecitive implementation of financial internal controls				FV18.1.4	Approval of Adjustment Budget by 28 February 2018		Council Resolution and Approved adjusted Budget	28-Feb-17	Approval of Adjustment Budget by 28 February 2018	N/A	N/A	Approval of Adjustment Budget by 28 February 2018		Director: Budget and Financial Reporting	Annually	Council resolution
BTO017	Output 6: Administra tive and financial capability.	MUNICIPAL FINANCIAL VIABILITY AND fii MANAGEMEN mar	Sound lancial agemen	Management /Viability Sound Financial	To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls	Budget and Treasury Office Budget and Treasury Office				Approval of Mid-year budget review by 31 January 2018	OUTPUT	Council Resolution and Approved Mid- year budget review	25-Jan-17	Approval of Mid-year Budget review	N/A	N/A	Approval of Mid- year budget review by 31 January 2018		Director: Budget and Financial Reporting	Annually	Council resolution
BTO019	Output 6: Administra tive and financial capability.	MUNICIPAL FINANCIAL VIABILITY AND fii MANAGEMEN mar	Sound nancial nagemen	Management /Viability Sound Financial Management /Viability	To ensure sound financial and fiscal management and good governance	To ensure efficient and effecitive implementation of financial internal controls	Budget and Treasury Office				Submission of Annual Financial Statements to Auditor-General on or before 31 August 2017	OUTPUT	Proof of submission and Annual Financial Statements	31-Aug-1	Proof of submission of AFS by 31 August 2017	Submission of Annual Financial Statements to Auditor-General or or before 31 Augus 2017	N/A	N/A		Director: Budget and Financial Reporting	Annually	Proof of submission from Auditor- General
BTO020	Output 6: Administra tive and financial capability.	MUNICIPAL FINANCIAL VIABILITY AND fii MANAGEMEN mar	Sound nancial agemen	Sound Financial Management /Viability	To ensure sound financial and fiscal management and good governance	To ensure efficient and effecitive implementation of financial internal controls	Budget and Treasury Office				Monthly Section 71 reports to the Mayor, National and Provincial Treasuries within 10 working days of each month.	OUTPUT	Proof of submission to the Mayor	12	2 12		3	3		Director: Budget and Financial Reporting	Monthly	Proof of submission to the Mayor
			1					257,382,086.13	-													

NEWCASTLE MUNICIPALITY DP&HS DRAFT SDBIP 2017/18

											FI SDBIP 2017/18											
SDBIP REFERENCE NUMBER	OUTCOME 9	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES	FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)		APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI No. LINKEE TO IDP	KEY PERFORMANCE INDICATOR	KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
DPHS1	OUTPUT 6; Administrative and Financial Vialbility		Building capable local government institutions.	Sound financial management/ viability	To ensure implementation of capital programme	To develop a system of delagation that will maximise administrative and operational effencies	Administration				The percentage of a capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan	оитсоме		90%	90%	17%	42%	68%	90%	SED: DP & HS	Quarterly	Year to date (Month-end) expenditure reports from BTO.
DPHS2	OUTPUT4 : Action support of human settlement outcomes		Building capable local government institutions.	Accelerated Municipal Transformation and Corporate Development	Develop an efficient and effective land use management system so as to promote harmonious land development	delagation that will maximise	Administration				Number of policies/bylaws formed and reviewed	OUTCOME		1	1	N/A	N/A	N/A	1	SED: DP & HS	Annual	Council Minutes
ED1	Output 1: Implement a differentiated approach to municipal financing, planning	LOCAL ECONOMI	Building capable local	Local Economic Development (Eradication of poverty and unemployment)	To facilitate economic development that will result in sustainable job creation and growth of the Town	To develop LED Strategy in line with the 4th generation IDP	Local Economic Development			ED31.1.1	DEVELOPMENT & APPROVAL OF THE NEW LED STRATEGY IN LINE WITH 4TH GENERATION IDP BY 30 JUNE 2018	Output	Council Resolution and Approved LED Strategy	LED Strategy (3rd Generation)	DEVELOPMENT & APPROVAL OF THE NEW LED STRATEGY IN LINE WITH 4TH GENERATION IDP BY 30 JUNE 2018	APPOINTING OF	ENGAGEMENT WITH ALL ROLE PLAYERS	DRAFT STRATEGY (POLICY)	APPROVAL OF THE NEW LED STRATEGY IN LINE WITH 4TH GENERATION IDP BY 30 JUNE 2018	Director: ED	Quarterly	Q1. APPOINTMENT LETTER Q2. ATTENDANCE REGISTER AND MINUTES. Q3 DRAFT STRATEGY Q1 - Attendance
ED2	and support.	3 LOCAL ECONOMI DEVELOPMENT	Building capable local C government institutions.	Local Economic Development (Eradication of poverty and unemployment)	To facilitate economic development that will result in sustainable job creation and growth of the Town	To Promote Business Retention and Expansion (BNR) to support local businesses	Local Economic Development			ED31.2.1	Approved Business Retention and Expansion (BNR) by 30 June 2018	оитрит	Council Resolution and Approved LED Strategy	Existing BNR Strategy	Approved Business Retention and Expansion (BNR) by 30 June 2018	Workshops with Business Chambers on existing BNR Strategy	Draft reviewd BNR	Workshop Council on Draft BNR	Approved Business Retention and Expansion (BNR) by 30 June 2018	Director: ED	Quarterly	Register of meeting held with Chamber Q2 - Draft NBR; Q3 Attendance Register of Workshop with Councillors; Q4 - Council Resolution
ED3	Output 1: Implement a differentiated approach to municipal financing, planning Output 1:	LOCAL ECONOMI DEVELOPMENT		Local Economic Development (Eradication of poverty and unemployment)	To facilitate economic development that will result in sustainable job creation and growth of the Town	Facilitation and Promotion of SMME development and Entrepreneurship	Local Economic Development	7,270,821.42	6,545,404.89	ED31.5.1	Updating of municipal database for SMME's	ОИТРИТ	Final Database	new	Updated municipal database for SMME's	Advertising request for SMME's to register	n/a	Final refined SMME's Database	n/a	Acting Manager: LED	BI-ANNUAL	Q1 - Advert; Q3- Final refined database
ED4	Implement a differentiated approach to municipal financing, planning	LOCAL ECONOMI		Local Economic Development (Eradication of poverty and unemployment)	To facilitate economic development that will result in sustainable job creation and growth of the Town	Facilitation and Promotion of SMME development and Entrepreneurship	Local Economic Development			ED31.6.1	Number of SMME's Training Events	ОИТРИТ	Number	5	5	n/a	n/a	n/a	5	Acting Manager: LED	Annual	Report to Portfolio Committee on SMME's Training Events undertaken
ED5	Output 1 Implement a differentiated approach to municipal financing, planning and support.	L: a LOCAL ECONOMI DEVELOPMENT	C Putting people first	Local Economic Development (eradication of poverty and unemployment)	To ensure radicalisation of the local economy	Promotion of local procurement of goods and services to stimulate local economy and job creation	Local Economic Development			ED32.12.1	Undertaking of Audit on projects funded via Poverty Alliviation Programme	Output	Analysis report	New KPI	Analysis Report on projects funded via Poverty Alliviation Programme	n/a	n/a	n/a	Analysis Report on projects funded via Poverty Alliviation Programme	Acting Manager: LED	Annual	Report to Portfolio Committee on Analysis Report on projects funded via Poverty Alliviation Programme
ED6	OUTPUT 1 :IMPLEMENT A DIFFERENTIATED APPROACH TO MUNICIPAL FINANCING,	LOCAL ECONOMI DEVELOPMENT		of poverty and	To promote economic development that will result in sustainable job creation	Provide economic data	Local Economic Development				Number of Jobs created through Municipal Programmes			700	700) n/a	n/a	n/a	700	DPHS : LED	ANNUALLY	Progress Report to Portfolio Committee
TP1	Output 4: Actions supportive of the human settlement outcome.	CROSS CUTTING	Building capable local government institutions.	Local Economic Development (Eradication of poverty and unemployment)	To develop an efficient and effective land use management system so as to promote a rational and harmonious land use activity system.	Administration of By-laws and polices and guidelines that are aligned to the Land Use matters	Town Planning	19,105,806.29	50,000,000.00		Enforcement of By-laws and polices that are aligned to the Land Use Scheme, Building Regulations and Outdoor Advertising				100%	5 100%	100%	100%	100%	Senior Building Inspector and Acting Manager: LUM	Quortely	Progress Report / Registers
TP2	Output 4: Actions supportive of the human settlement outcome.	CROSS CUTTING	Building capable local government institutions.	Spatial and environmental sustainability	To develop an efficient and effective land use management system so as to promote a rational and harmonious land use activity system.	that are aligned to the Land	Town Planning				%age compliance to prescribed timeframes on processing of development and/or planning applications				Compliance to statutory timeframes.	100%	100%	100%	100%	S. Cindi	Quarterly	
TP3	Output 4: Actions supportive of the human settlement outcome.	CROSS CUTTING	Building capable local government institutions.	Spatial and environmental sustainability	To develop an efficient and effective land use management system so as to promote a rational and harmonious land use activity system.	effective building controls.	Town Planning				Completed feasibility in relation green building development within the municipalty				Undertake a feasibility to develop bylaws in relation to green buildings 30 June 2018	Process Plan	Final status co- report	Approval of draft by law	adoption of final by- law	Senior Building Inspector	Quarterly	Progress report &/portfolio/ Counci minutes
TP4	Output 1: Implement a differentiated approach to municipal financing, planning	g CROSS CUTTING	Building capable local government institutions.	Spatial and environmental sustainability	To ensure an effective and integrated Geographic Information Management System.	GIS System integration with other municipal systems.	Town Planning				Complete TOR in relation to feasibility of intergating GIS with other systems	PROCCESS		New - None	Finalise TOR in relation to intergrate GIS with municipal financial system in the municipality	N/A	Draft TOR	N/A	Finalise TOR in relation to intergrate GIS with municipal financial system	Manager: GIS	BI-ANNUAL	Q2.MINUTES AND SIDNED ATTENDANCE REGISTER 4.COUNCILR RESOULUTION
TP5	Output 7: Single window of coordination.	CROSS CUTTING	Building capable local government institutions.	Spatial and environmental sustainability	To promote spatial restructuring and integration	Development of municipal SDF in line with the 4th Generation of IDP	Town Planning				Approved SDF by 31 May 2018	Output	Approved SDF	Newcastle SDF	Approved Spatial Development Framework by 31 May 2018	s N/A	N/A		Final approved SDF as part of the IDP	Manager: SP	BI-ANNUAL	Council Resolutions
TP6	Output 1: Implement a differentiated approach to municipal financing, planning and support.	3 CROSS CUTTING	Building capable local government institutions.	Spatial and environmental sustainability	To promote spatial restructuring and integration	Development of municipal SDF in line with the 4th Generation of IDP	Town Planning				Approval of one Local Area Plan / Precinct Plan by 30 June 2018	Output	Approved LAP	1	Approval of one Local Area Plan / Precinct Plan by 30 June 2018	N/A	Status Qou Analysis	Draft Concept Plan	Final approved Local Area Plan / Prencinct Plan	Manager: SP	Inception Meeting	Q1 : N/A, Q2 Status Qou Analysis Report, Q3 Draft Concept Plan, Q4 Final Local Area Plan/Prencinct Plar
ТР7	Output 1: Implement a differentiated approach to municipal	g CROSS CUTTING	Building capable local government institutions.	Spatial and environmental sustainability	To promote spatial restructuring and integration	Identification of suitable land for cemeteries and relevant Geotech studies	i Town Planning				Geotech Report on identified sites for cemetery	Input	Report on Geotech findings	0	Geotech Report on identified sites for cemetery	N/A	N/A	Geotech Report	N/A	DPHS	Annual	Geotech Report
TP8	Output 2: Improving access to basic services	Basic Services and			To create a safe and healthy environment	To establish a new landfill site including management of the existing facility	Town Planning			BS23.4.1	Planning and Identification of Land Fill Site by 30 June 2018	Output	Progress Reports submitted to PFSC	None	Completion of enviromental specialist studies Land Fill Site by 30 June 2018	n/a	n/a		Completion of enviromental specialist studies Land Fill Site by 30 June 2018	Director: Town Planning	Annually	Progress reports as submitted to PFSC
URP1	Output 2: Improving access to basic services.	CROSS CUTTING	Building capable local government institutions.	Local Economic Development (Eradication of poverty and unemployment)	To uplift communities socially, economically and environmentally, including infrastructure development.	Promotion of focussed Urbar Renewal in the Madadeni, Blaaubosch (including Cavan and Johnstown) and Osizweni areas including the Greater Newcastle Area	Town Planning				Approved Urban Regeneration Strategy	ОИТРИТ	Urban Regeneration Strategy	New KPI	Approved Urban Regeneration Strategy	Project Inception	Status Quo Analysis		Approved Urban	Director URP	Quarterly	Q1: Inception Minutes Q2: Status Quo Report Q3: Draft Urban Regeneration Strategy Q4:

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IDP1	Output 7: Singli window of coordination. Output 5: Deepen democrac through a refined Ward Committee Model.	GOOD GOVERNANCE GOOD CCY GOVERNANCE	Putting People First Putting People First	GOOD GOVERNANCE	To keep the communities and stakeholders informed and involved in the affairs of the Municipality To keep the communities and stakeholders informed and involved in the affairs of the Municipality	To improve both internal and external communication To ensure the effective functionality of ward committes	мм				Approval of Public Participation Strategy by June 2018 Approved Ward Committee Operational Plan by June 2018	ОИТРИТ ОИТРИТ	Approved Public Participation Strategy Ward Committee Operational Plan	New KPI New KPI	Approved Public Participation Strategy by June 2018 Approved of Ward Committee Operational Plan by June 2018	Appointment of Service Provider Appointment of Service Provider	Development of Draft Public Participation Strategy Development of Draft Ward Committee Operational Plan b June 2018	relevant Stakeholders on	Strategy Approval of Ward Committee Operational Plan by June 2018	Director IDP Director IDP	Quarterly Quarterly	Advert of Bid, Appoint letter for Service Provider; 2. Draft Public Participation Strategy; 3. 1. Advert of Bid, Appoint letter for Service Provider; 2. Draft Ward Committee Operational Plan: 3.
IDP3	Output 7: Single window of coordination.	GOOD GOVERNANCE	Putting People First	GOOD GOVERNANCE			ММ				Review & Adopted IDP by 31 May 2018	ОИТРИТ	Adopted IDP	Adoption of IDP by 31 May 2017 for implementation on the next financial year.	implementation on the	Approved process plan by 31 August 2017	N/A	Tabling of Draft IDP by 31 March 2018		Director IDP	Quartely	Q1 : Approved Process Plan , Q2 N/A, Q3 Draft IDP, Q4 Council Resolution
IDP4	Output 5: Deepen democrac through a refined Ward Committee Model.	ı İ	Putting People First	GOOD GOVERNANCE	To ensure the development and the maintenance of credible IDP	Public Participation for IDP	ММ				Number of IDP RF meetings held	ОИТРИТ	Number of IDP RF meetings	2	2	2 N/A		1 N/A	1	Director IDP	Bi-Annually	Attendance Register
IDP5	Output 5: Deepen democrac through a refined Ward Committee Model.	ı İ	Putting People First	GOOD GOVERNANCE	To keep the communities and stakeholders informed and involved in the affairs of the Municipality	To ensure the effective functioning of Ward Committees.	ММ				Quarterly repotrs on Ward Committee meetings submitted to COGTA.	ОИТРИТ	Quarterly repotrs on Ward Committee meetings submitted to COGTA.	4	4	1 :	1	1 1		Director IDP	Quarterly	reports from Ward Committee meetings
HL1	Output 4: Actions supportive of the human settlement outcome.	e BASIC SERVICE DELIVERY	Building capable local government institutions.	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To facilitate the provision of sustainable human settlements in line with the national and provincial norms and standards.		Housing & Land				To develop Human Settlements Plan in line with the 4th Generation IDP by 30 June 2018		Number	Housing Sector Plan	Settlements Plan in line with 4th Generation IDP by 30 June 2018	N/A	N/A	N/A	Approval of Human Settlements Plan in line with 4th Generation IDP by 30 June 2018	Settlements	Annual	Council Resolution
HL2	Output 4: Actions supportive of the human settlement outcome.	e BASIC SERVICE DELIVERY	Building capable local government institutions.	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To facilitate the provision of sustainable human settlements in line with the national and provincial norms and standards.		Housing & Land				Number of application for funding submitted to the Department of Human Settlement	Output	Number	2		2 N/A		1 N/A		Director: Human Settlements	Biannual	Application Submitted to KZN Dept of Human Settlements
HL3	Output 4: Actions supportive of the human settlement outcome.	e BASIC SERVICE DELIVERY	Building capable local government institutions.	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To facilitate the provision of sustainable human settlements in line with the national and provincial norms and standards.	To reduce housing backlog to meet the provincial and national targets	Housing & Land				Number of houses built in a year		Number housing unit		600	N/A	N/A	N/A		Director: Human Settlements	Annual	Progress Reports and D6 Certificates
HL4					To facilitate the provision of sustainable human settlements in line with the national and provincial norms and standards.	To reduce housing backlog to meet the provincial and national targets	Housing & Land				Number of services sites completed		Number of sites services		670	N/A	N/A	N/A		Director: Human Settlements	Annual	Progress Report & Engineers Certificate
HL5	Output 4: Actions supportive of the human settlement outcome.	e BASIC SERVICE DELIVERY	Building capable local government institutions.	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To facilitate the provision of sustainable human settlements in line with the national and provincial norms and standards.	To implement approved housing projects	Housing & Land				Progress made with Drycut Housing Project	Output	Number		Finalise specialist studies for formalisation of the area	n/a	n/a	n/a	Finalise specialist studies for formalisation of the area	Development	Annual	Progress Report to Housing Forum
HL6	Output 4: Actions supportive of the human settlement outcome.	e BASIC SERVICE DELIVERY	Building capable local government		provincial norms and standards.	Fast-track Title Deed Restoration Project	Housing & Land				Number of houses transferred through Enhanced Extended Discount Benefit Scheme (EEDBS)	Output	Number	40	120	N/A	E	50 N/A	60	Manager: Estate	Bi-annual	Copies of Title Deeds
HL7	Output 4: Actions supportive of the human settlement outcome.		Building capable local government institutions.	Improved access to land (including Land Reform)	To facilitate secure tenure and clear property rights	Disposal of municipal land in line with Land Disposal Policy	Housing & Land	23,143,970.12	250,000.00		Number of Residential Sites released for disposal	Output	Number	15	20) N/A	N/A	0	20	Manager: Estate	Annual	Advert for release of sites
HL8	Output 4: Actions supportive of the human settlement outcome.	e BASIC SERVICE DELIVERY	Building capable local government institutions.	Improved access to land (including Land Reform)	To facilitate secure tenure and clear property rights	Disposal of municipal land in line with Land Disposal Policy	Housing & Land				Number of Sites released for disposal for business/industrial	Output	Number	5	5	5	0	0 0	5	Manager: Estate	Annual	Adverts for release of sites
HL9	Output 4: Actions supportive of the human settlement outcome.		Building capable local government institutions.	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To facilitate secure tenure and clear property rights	To develop and maintain a reliable National Housing Needs Register (NHNR)	Housing & Land				Number of approved beneficiaries captured on Nationall Housing Needs Register	Output	%age	100%	100%	6 1009	100	% 100%		Director: Human Settlements	Quarterly	Applications received and Updated report from NHNR
HL10	Output 4: Actions supportive of the human settlement outcome.		Building capable local government institutions.	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To facilitate the provision of affordable housing opportunities	Provision of affordable housing opportunities for middle income to address gap market (i.e Social Housing/ Gap / Flisp)	Housing & Land				Progress on the disposal of atleast one Gap/Flips Housing Project	Process	Reports	New KPI	Disposal of land to developers for development of at least one Gap / FLIPS Housing Project by June 2018	N/A	N/A	N/A	Award of land to successful bidder (developer) for Gap/Flips	Manager: Estate	Annual	Advert for release of land
HL11	Output 4: Actions supportive of the human settlement outcome.		Building capable local government institutions.	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To facilitate provision of new rental stock	Provision of rental housing opportunities	Housing & Land				Initiate development of at least one CRU Housing Project	Process	Reports	New KPI	Initiate the construction N11 CRU Housing Project		N/A	N/A		Manager: Urban Development	Annual	Progress Report
HL12	Output 4: Actions supportive of the human settlement outcome.	e BASIC SERVICE DELIVERY	Building capable local government institutions.	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To facilitate secure tenure and clear property rights	Provision of housing to military veterans	Housing & Land				Number of housing opportunities provided to military veterans in a year	Process	Reports	New KPI	Submission of application for top up funding	approval of	Approval of the military veteran beneficiary list	Identification of sites	Submission of applicatioon for top up fundling	Human Settlements		Approval of list/application for funding/final aaproval
								49,520,597.83	56,795,404.89													

DRAFT SDBIP 2017/18

SDBIP REFERENC E NUMBER	OUTCOME 9	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES			APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI NO.	KEY PERFORMANCE INDICATOR	KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
CS001	Output 6: Administrative and financial capability.	MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT	Sound financial managemen t; and	Improved access to public facilities (including educational facilities - provincial mandate)	To ensure implementation of capital programme	To ensure that good governance principles are implemented	BUDGET) Administration				The percentage of a capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated Development Plan	OUTPUT	Percentage (%)	90%	90%	15%	42%	67%	90%	SED: Community Services	Quarterly	Year to date (Month-end) expenditure reports from BTO.
25501	Output 3: Implementation of the Community Work	GOOD	Putting	promedimendely	To improve Awareness Campaigns and Information sharing Sessions to the Community and	Facilitate safety		4,798,309.66	0		Percentage of a Communication	350.	r dedruge (19)	30%	300	1970	1270	3,7	30%	SED: Community	quarterry	Communication plan and Presentations/registers/publicati
CS002 CS003	Programme. Output 2: Improving access to basic services.	PARTICIPATION BASIC SERVICE DELIVERY		Improved Community Safety Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	Schools To create a safe and healthy environment	To implement the Waste Management Strategy in line with relevant legislation	Administration Cleansing			BS23.1.1	Plan implemented Annual review of the Integrated Waste Management Plan by June 2018	OUTPUT	Percentage (%) Integrated Waste Management Plan	100% Existing Plan	100% Reviewed Integrated Waste Management Plan by June 2018	100% N/A	100% N/A	100% N/A	Reviewed Integrated Waste Management Plan by June 2018	Superintendent Waste Management	Quarterly	ons/minutes of meeting Council Resolution
CS004	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To create a safe and healthy environment	To provide a refuse removal service to the Newcastle Community	Cleansing	71,296,804.12	0.00	BS23.2.1	Percentage of households with access to basic level of solid waste removal	OUTPUT	Percentage (%)	71%	71%	0	0	0	71%	Superintendent Waste Management	Annual	BTO and progress reports against Stats SA cencus information
CS005	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To create a safe and healthy environment	To establish a new landfill site including management of the existing facility	Cleansing			BS23.3.1	Annual audit compliance report from EDTEA on existing site by June 2018	OUTCOME	Audit Compliance Report	Existing Audit Compliance Report	Annual audit compliance report from EDTEA on existing site by June 2018	N/A	N/A	N/A	Annual audit compliance report from EDTEA on existing site by June 2018	Superintendent Waste Management	Annual	EDTEA Audit Compliance Report
CS006	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic services;	Improved access to basic health services (NB : Provincial Mandate)	To ensure a healthy environment in compliance with legislation	Conducting inspections at Funeral undertaker premisses	Environmental Health	7,597,277.19	0.00		Number of funeral undertaker inspections conducted	OUTPUT	Number ()	30	20	0	10	0	10	Chief Environmental Health	Bi-Annual	Inspection Forms/ Reports/ Notices
CS007	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic services;	Improved access to basic health services (NB : Provincial Mandate)	To ensure a healthy environment in compliance with legislation	Conduction of inspections at food premises	Environmental Health				Number of food premises inspected	OUTPUT	Number ()	120	120	30	30	30	30	Chief Environmental Health	Quarterly	Inspection Forms/ Reports/ Notices
CS008	Output 2: Improving access to basic services.		Putting people first;	Improved Community Safety	To ensure the provision of Traffic Management Services	Intensify Law Enforcement activities	Traffic Control	29,772,770.93	0.00	CC38.1.1	Number of roadblocks conducted	OUTPUT	Number ()	24	24	6	6	6	6	Chief Traffic	Quarterly	Road block statistics and register
CS009	Output 2: Improving access to basic services.	CROSS CUTTING	Putting people first;	Improved Community Safety	Management	To provide and maintain an efficient and effective Disaster Management Service to Newcastle.	Fire and Defence			CC40.1.1	Adoption of Disaster Management Plan by June 2018	OUTPUT	Adoption of the plan	Draft Disaster Management Plan	Adoption of Disaster Management Plan by June 2018	Workshoping of Councillors on the Disaster Management Plan	Acquire legal comments or inputs	N/A	Adoption of Disaster Management Plan by June 2018	Chief Fire	Quarterly	Q1 - Minutes and attendance register Q2 - Written Confirmation from Legal Services Q4 - Council Resolution and Disaster Management Plan
CS010	Output 2: Improving access to basic services.	CROSS CUTTING	Putting people first;	Improved Community Safety	of Fire and Disaster Management	To provide and maintain an efficient and effective Disaster Management Service to Newcastle.	Fire and Defence	31,968,095.96	0.00		Average time taken to assess and distribute disaster relieve	INPUT	Hour	24 hours	24 hours	24 hours	24 hours	24 hours	24 hours	Chief Fire	Quarterly	Beneficiary / Distribution Forms and Summary of Calculation
CS011	Output 2: Improving access to basic services.	CROSS CUTTING	Putting people first;	Improved Community Safety	To ensure provision of Fire and Disaster Management Services	To improve the fire-fighting services.	Fire and Defence				Number of fire inspections conducted	OUTPUT	Number ()	200	120	30	30	30	30	Chief Fire	Quarterly	Fire Safety Inspection Form
CS012	Output 2: Improving access to basic services.	CROSS CUTTING	Putting people first;	Improved Community Safety	To ensure provision of Fire and Disaster Management Services	To improve the fire- fighting services.	Fire and Defence			3	B minutes average dispatch time in line with SANS 10090:2003	PROCESS	Time	1 minute	3 minutes average dispatch time in line with SANS 10090:2003	3minutes average dispatch time in line with SANS 10090:2003	3 minutes average dispatch time in line with SANS 10090:2003	3 minutes average dispatch time in line wit SANS 10090:2003	3 minutes average h dispatch time in line with SANS 10090:2003	Chief Fire	Quarterly	Occurance Book and Formula
CS013	Output 2: Improving access to basic services.	CROSS CUTTING	Putting people first;	Improved Community Safety	To ensure provision of Security Services	Securing and Safe guarding of Councils assets, people, property and information.	Security	28,380,684.18	0.00		Number of Security Breach Incidents reported	OUTPUT	Number ()	8	8	0	0	0	8	Chief Security	Annual	Security Breach Incident Register
CS014	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	basic	Environmental sustainability (Environmental conservation /management)	use, maintenance and management of community facilities	Improvement and provision of acess to community facilities (Parks Recreation and Cemeteries).	Cemeteries	4,162,690.64	0.00		Percentage of complaints addressed	OUTPUT	Percentage	100%	100%	100%	100%	100%	100%	Director: Parks Recreation and Cemeteries	Quartely	Register

SDBIP REFERENC E NUMBER	OUTCOME 9	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES	FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI No. LINKED TO IDP		KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
CS015	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	Environmental sustainabilit (Environmental conservation /management	community facilities	provision of acess to	Recreational Facilities	59,802,368.33	0.00		Percentage of cutting cycle plan implemented quarterly	OUTPUT	Register and cutting cycle plan	100%	100%	100%	100%	100%	100%	Director: Parks Recreation and Cemeteries	Quartely	Register and Signed off cutting cycle plan
CS016	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	educational facilities - provincial mandate)	management of community facilities. To ensure efficient	Establishment and provision of community facilities	Art, Culture & Amenities			CC41.1.1	L Number of new libraries built	PROCESS	Progress Report	6	Number of new libraries built	Appointment of service provider	Construction of library	Construction of library	Construction of library	Director: Arts, Culture & Amenities	Quarterly	Q1 - Appointment Letter Q2 to Q4 - Progress Reports
CS017	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	Improved access to public facilities (including educational facilities - provincial mandate)	use and management of community facilities.	Establishment and provision of community facilities	Art, Culture & Amenities			CC41.2.1	L Number of Libraries upgraded	OUTPUT	Number ()	New	1	Construction of library	Construction of library	Construction of library	1	Director: Arts, Culture & Amenities	Quarterly	Q1 to Q3 - Progress Reports Q4 - Completion Certificate
CS018	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	Improved access to public facilities (including educational facilities - provincial mandate)	To ensure efficient use and management of community facilities.	Establishment and provision of community facilities	Art, Culture & Amenities	-			Construction of a Replica Railway Station	PROCESS	Replica Railway Station	New	Construction of a replica railway station and completion of a project	Appointment of service provider	Construction of a replication	a Construction of a replica railway station	Construction of a replica railway station and completion of a project	Director: Arts, Culture & Amenities	Quarterly	Q1 - Appointment Letter Q2 to Q3 - Progress Reports Q4 - Progress report and Completion Certificate
CS019	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic services;	Improved access to public facilities (including educational facilities - provincial mandate)	To provide an efficient and effective information service to the community	Improvement and provision of access to community facilities (Arts Culture & Amenities).	Art, Culture & Amenities	-			Number of programmes conducted.	OUTPUT	Number ()	248	210	50	50	60	50	Director: Arts, Culture & Amenities	Quarterly	Attendance Registers/libarian's report
CS020	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic services;	Improved access to public facilities (including educational facilities - provincial mandate)	To promote appreciation of art and heritage to meet the needs of the whole community.	Improvement and provision of access to community facilities (Arts Culture & Amenities).	Art, Culture & Amenities				Number of research articles	OUTPUT	Number ()	18	18	5	4	5	4	Director: Arts, Culture & Amenities	Quarterly	Paper clippings/written article/presentations
CS021	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic services;	Improved access to public facilities (including educational facilities provincial mandate)	meet the needs of the whole community.	Improvement and provision of acess to community facilities (Arts Culture & Ammenities).	Art, Culture & Amenities	22,834,215.28	16,705,000.00		Educational programmes or activities conducted	OUTPUT	Number ()	93	80	24	24	16	16	Director: Arts, Culture & Amenities	Quarterly	Group visit forms/newspaper articles/attendance registers
CS022	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic services;	Improved access to public facilities (including educational facilities - provincial mandate)	To promote appreciation of art and heritage to meet the needs of the whole community.	Improvement and provision of acess to community facilities (Arts Culture & Ammenities).	Art, Culture & Amenities				Number of exhibitions/events facilitated	OUTPUT	Number ()	8	8	2	2	2	2	Director: Arts, Culture & Amenities	Quartely	Exhibitions/events/invitations/pr ogrammes/visitors book/newspaper article
CS023	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic services;	Improved access to public facilities (including educational facilities - provincial mandate)	To promote museum facilities to the community	Improvement and provision of acess to community facilities (Arts Culture & Ammenities).	Art, Culture & Amenities				Number of advertisements	OUTPUT	Number ()	25	20	5	5	5	5	Director: Arts, Culture & Amenities	Quarterly	Copy of advertisements/pamphlets/post ers/publications
CS024	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic services;	Improved access to public facilities (including educational facilities - provincial mandate)	To promote appreciation of art and heritage to meet the needs of the whole community.	Improvement and provision of acess to community facilities (Arts Culture & Ammenities).	Art, Culture & Amenities	_			Number of projects implemented	OUTPUT	Number ()	1	1	N/A	N/A	N/A	1	Director: Arts, Culture & Amenities	Annually	Project booklet/paper
CS025	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic services;	Improved access to public facilities (including educational facilities - provincial mandate)	To promote appreciation of art and heritage to meet the needs of the whole community.	Improvement and provision of acess to community facilities (Arts Culture & Ammenities).	Art, Culture & Amenities				Annual asset stock take by 30 June 2018	OUTPUT	Asset stock take	Annual asset stock take by 30 June 2017	0 Annual asset stock take by 30 June 2018	N/A	N/A	N/A	Annual asset stock take by 30 June 2018	Director: Arts, Culture & Amenities	Annually	Inventory Report
CS026	Output 2: Improving access to basic services.	CROSS CUTTING	Delivering basic	Improved access to public	To promote appreciation of art	,	Art, Culture & Amenities				Number of workshops on craft development conducted	OUTPUT	Number ()	5	6	1	2	1	2	Director: Arts, Culture & Amenities	Quarterly	Attendance Registers

NEWCASTLE MUNICIPALITY

										NEWCASTLE MUNICIPALITY											
SDBIP REFERENC OUTCOME 9 E NUMBER	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES	FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	B APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI No. LINKE TO IDP	DRAFT SDBIP 2017/18 D KEY PERFORMANCE INDICATOR	KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
Output 6: Administrative and financial CORP001 capability.	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	local government	Accelerated Municipal Transformation and Corporate Development	To provide quality administrative services, to support optimal organisational perfomance	To develop policies and realign systems and procedures that ensure good governance and an efficient and effective secretariat and general administration support by 2021	Corporate Services -Admnistration			IT2.1.1	Number of Administration policies or procedures developed or reviewed	Output	Number	New	1. Meeting management(developed) 2.records managemnt (review)	Data collection and consultation with staff	Approval of Meeting management procedure by corporate services Manco	Tabling of Records managemnt policy to EXCO	Approval of record managemnt policy by council	Director : Administration	Bi-Annually	Approved meeting management procedure by SED Corpoarate services ,EXCO and Council minutes for policy approval
Output 6: Administrative and financial capability.	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	Building capable	Accelerated Municipal Transformation and Corporate Development	To provide quality administrative services, to support optimal organisational perfomance	To provide quality administrative services, to support optimal organisational perfomance		50,058,614.96			%age on compliance with Annual Meeting Plan as approved by Council	Output	%age	100%	100%	100%	6 100%	5 100%	100%	Director : Administration	Quarterly	Progress report against approved Annual Plan and Minutes of statutory committee meeting
Output 6: Administrative and financial CORP003 capability.	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	local government	Accelerated Municipal Transformation and Organizational Development	Increase utilisation of EDRMS system in the organisation	Procurement of additional licences for EDRMS system					Number of Procured additional licenses to increase utilisation of EDRMS	Output	Number	New	179	179	N/A	N/A	N/A	Director : Administration	Annually	Emails from EMC2 with logging credentials to access those licenses and list of officials to be licensed and email communication
Output 6: Administrative and financial CORP004 capability.	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	Building capable	Accelerated Municipal	Efficient support for secretiate	Procurement of conference deligate system					Procurement and installation of conference delegate system by April 2018	OUTPUT		New	Procurement and installation of conference delegate system by April 2018		Site Establishment	Construction Commence Date	Project Completion Date	Director : Administration	Annually	Invoices,BEC minutes, progress report and completion certificate
Output 6: Administrative and financial CORP005 capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION		Accelerated Municipal Transformation and Corporate Development	To ensure implementation of capital programme To enhance organisational	Implementation of capital programme To implement systems that					%age of capital budget spent as per approved cash flows the number of people from employment	OUTPUT	Percentage	90%	90%	23%	45%	84%	90%	SED : CORPOARETE SERVICES	QUARTERLY	Budget Printouts and and invoices
Output 6: Administrative and financial corpositive. Output 6:	INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION MUNICIPAL	Building capable local government institutions.	Accelerated Municipal Transformation and Corporate Development	perfomance by attracting and retaining best talent by 2021.		Corporate Services :Admnistration			IT1.2.1	equity target groups employed in the three highest levels of management in compliance with the municipality's approved employment equity plan	Output	Number		23	N/A	N/A	N/A	23	Director : Human Resources	Annually	Employment Equity Report
Administrative and financial capability.	INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	Building capable local government institutions.	Accelerated Municipal Transformation and Corporate Development	To enhance organisational perfomance by attracting and retaining best talent by 2021.		Corporate Services : Human Resources Management			IT1.5.1	Number of LLF meetings held as per organisational rights agreement	Output	Number	New	12	3	3	3	3	Director : Human Resources	Quarterly	Attendance register and LFF minitues
Output 6: Administrative and financial	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND	Building capable	Accelerated Municipal Transformation and Corporate Development	To enhance organisational perfomance by attracting and retaining best talent by 2021.	To align current policies with changes in legislation	Corporate Services : Human				Number of HR policies developed / reviewed 1. Employment practice policy permanent/review) 2. Acting policy (Review) 3. Overtime policy (Review) 4. Leave policy (develop) 5. Employment practise policy temporal(Develop) 6. EAP	Output	Number	New	Number of HR policies developed / reviewed 1. Employment practice policy permanent(review) 2. Acting policy (Review) 3. Overtime policy (Review) 4. Leave policy (develop) 5. Employment practise policy temporal(Develop)	Tabling of first 6 policy to Exco for	by council 1. Employment practice policy permanent(review) 2. Acting policy (Review) 4. Leave policy (Review) 4. Leave policy (develop) 5. Employment practice policy temporal(Develop) 6. EAP policy (Review) 7. Occupational health and safty			Director : Human Resources		Exco minutes, council minutes and draft
CORPO08 capability. Output 6: Administrative and financial	TRANSFORMATION MUNICIPAL INSTITUTIONAL DEVELOPMENT AND	Building capable local government	Accelerated Municipal Transformation and	Ensure service excellence through institutional transformation		Resources Management Corporate Services : Human			IT1.4.1	policy (Review) Number of EAP awareness campains and wellness programmes per quarter	Input	Number	New	6.EAP policy (Review)	comments 3	(review)	N/A 3	N/A 3	Director : Human Resources	Bi-Annually Quarterly	policies Attandance register
CORPO09 capability. Output 6: Administrative and financial	TRANSFORMATION MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION			To provide an effective labour relations support service	Promote employee relations (ER) and labour stability	Resources Management Corporate Services : Human				Institute proceedings within 3 months of receipt of disciplinary matter from the department	PROCESS	Number		3 months	3 months	3 months	3 months	2 months	Director : Human Resources	Quarterly	Register of the disciplinary matters received and addressed
Output 6: Administrative and financial CORP011 capability.	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	Building capable	Accelerated Municipal	To provide adequate human		Resources Management Corporate Services : Human Resources Management				Percentage of budgeted positions filled	OUTPUT	Number Percenatge		100%			6 N/A	75%	Director : Human Resources	Quarterly	Appointment letters, monthly reports on staff movements, budgeted list post and number of filled position with calculation
Output 6: Administrative and financial CORP012 capability.	MUNICIPAL	Building capable	Accelerated Municipal Transformation and	To fill all critical positions	To ensure that all critical	Corporate Services : Human Resources Management				Percentage of critical position filled as budgeted for	OUTPUT	Percenatge			Finalisation of critical post list	Recruitment processes	25%	75%	Director : Human Resources	Quarterly	Critical budgeted post list, recruitment processes and appointment letter with calculation
Output 6: Administrative and financial CORP013 capability.	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	local government	Accelerated Municipal Transformation and Corporate Development	Ensure service excellence through institutional transformation	Moving towards eletronic HR	Corporate Services : Human Resources Management	19,241,093.73			Phasing in of Employee self service system to all departments	OUTCOME	Electronic leave management process		100%	5 259	6 50%	6 75%	100%	Director : Human Resources		
Output 6: Administrative and financial CORP014 capability.	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION			To provide adequate human capital	To implement the Workplace Skills Plan				IT1.3.1	%age of municipal budget actually spent on implementing its workplace skills plan	OUTPUT	Percentage	NEW CALCULATION	0,412%	0,103%	0,206%	0,309%	0,412%	Director : Human Resources	Quarterly	Budget Printouts and annual workplace skills plan and calculation
Output 6: Administrative and financial CORP015 capability.	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	local government		To enhance organisational performance by attracting and retaining best talent by 2021	Conduct investigation on organizational systems and processes	Corporate Services : Human Resources Management			IT1.1.1	Percentage of investigations conducted as received from the office of the Municipal Manager	OUTPUT	Percentage	NEW CALCULATION	100%	5 1009	6 100%	6 100%	100%	Director : Human Resources	Quarterly	Summary of a report signed off by the head of department, Investigation report and final report as submitted to MM /Manco
Output 6: Administrative and financial CORP016 capability.	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	Building capable	Accelerated Municipal	To implement the Workplace Skills Plan for a productive motivated	To implement the Workplace Skills Plan for a productive					Number of training interventions arranged for workplace skills development	ОИТРИТ	Number	NEW CALCULATION	40) 10	0 10) 10	10	Director : Human Resources	Quarterly	Communication sent to departments and The workplace skills development plan
Output 6: Administrative and financial capability. Output 6:	MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	local government institutions.	Transformation and Corporate Development Accelerated Municipal	To ensure that the Workplace Skills Plan is a product of consultation of all stakeholders in the identification of planned training interventions	To ensure that the Workplace is Skills Plan is a product of f consultation of all stakeholders in the					Implementation and submission of the workplace skills plan	PROCESS	Documents %age of safety		Submission of WSP on 30 April 2016 / Training Programme		Inputs requested from departments and Organized labour for inclusion in WSP	Report to be submitted to LLF / LLF sub-committee		Director : Human Resources	Quarterly	department and summary of PDPs,Q2 Memo for training request,Q3Minures of the LLF and Q4 Prove of submission to LGSETA Minutes of Safety
Administrative and financial capability. Output 6:	INSTITUTIONAL TRANSFORMATION AN DEVELOPMENT	D local government institutions.	Transformation and Organizational Development Accelerated Municipal	To comply with health and safety legislation		Corporate Services : Human Resources Management			IT3.1.1	%age of safety issues as raised by Safety Committees addressed	Output	issues as raised by Safety Committees addressed Section 16.2	Output	100%	5 1009 Section 16.2	6 100%	6 100%	100%	Director : Human Resources	Quarterly	Committee Meeting and progress report on Saftey issues resolved submitted
Administrative and financial capability. CORP019 Capability. Administrative	INSTITUTIONAL TRANSFORMATION AN DEVELOPMENT INSTITUTIONAL	D local government institutions.	Transformation and Organizational Development	To comply with health and safety legislation To promote zero fatality and	To promote zero fatalities and ensure a healthy and safe working environment	Corporate Services : Human Resources Management			IT4.1.1	Section 16.2 appointments finalised by Municipal Manager	Output	appointments finalised by Municipal Manager	Output	Section 16.2 appointments finalised by Municipal Manager	appointments finalised by	n/a	n/a	0	Director : Human	Annually	Appointment letters signed by MM Reported IOD'S, Number
and financial capability. Output 6: Administrative	DEVELOPMENT AND TRANSFORMATION MUNICIPAL INSTITUTIONAL	local government institutions.		ensure a health and safe working environment To promote zero fatality and	To comply with health and safety legislation	Corporate Services : Human Resources Management				Percentage of Injury on duty IOD'S addressed	ОИТРИТ	Percentage	new	100%	5 1009	6 100%	6 100%	100%	Director : Human Resources	Quartely	of reported injuries against addressed
and financial capability.	DEVELOPMENT AND TRANSFORMATION		health services (NB : Provincial Mandate)	ensure a health and safe working environment	To comply with health and safety legislation	Corporate Services : Human Resources Management	69,299,708.69	3,700,000.00		Number of safety committee meetings	OUTPUT	Number	new	12	2	3	3	3	Resources	Quartley	Agenda and minutes of Safety meeting

NEWCASTLE MUNICIPALITY DRAFT SDBIP 2017/18

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SDBIP REFERENCE NUMBER	OUTCOME 9	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES	FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)	APPROVED BUDGET AI 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	2017/18 BY	KPI No. LINKED TO IDP	KEY PERFORMANCE INDICATOR	KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
ELM001	Output 6: Administrative and financial capability.	MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT	Sound financial management; and	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To ensure implementation of capital programme	To ensure that good governance principles are implemented	Electrical				The percentage of a capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's Integrated Development Plan	OUTPUT	Percentage (%)	90%	90%	30%	70%	90%	n/a	SED: Electrical & Mechanical Services	Quarterly	Year to date (Month-end) expenditure reports from BTO.
ELM002	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Building capable local government institutions.	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To assemble adequate and reliable data for Infrastructure Planning, Management and Operations	Develop a Comprehensive Infrastructure Master Plan for High Voltage, Electrification, and Network Maintainance	Electrical			BS20.3.1	Approval of masterplan for high voltage network, electrification and network maintanance by June 2018	OUTPUT	Approved Masterplan and Minutes of Council	New			0	Draft Masterplan	Approval of masterplan for high voltage network, electrification and network maintanance by June 2018		Quarterly	Q1 - Proof of submission to Sector Department Q3 - Draft Masterplan and Q4 - Council Resolution and Approved Master Plan
ELM003	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	electricity within the	To develop and implement the Electricity Services Delivery Plan (ESDP)	Electrical			BS26.1.1	Approval of Electricity Service Delivery Plan (ESDP) by June 2018	PROCESS	Electricity Service Delivery Plan (ESDP)	0	Approval of Electricity Service Delivery Plan (ESDP) by June 2018	Draft Electricity Service Delivery Plan	Departmental review	Communicate with IDP office for alignment	Approval of Electricity Service Delivery Plan (ESDP) by June 2018	Director : Electrical & Mechanical Services	Quarterly	Q1 - Draft ESDP Q2 - Department comments Q3 - Minutes of the meeting Q4 - Council resolution and approved Elecrticity Service Delivery Plan (ESDP)
ELM004	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To ensure access to electricity within the Newcastle Licence area	To provide electricity within the Newcastle Municipality Licensed Areas.	Electrical			BS26.1.2	Percentage of households with access to a basic level of electricity	OUTPUT	Percentage (%)	83%	83%	N/A	N/A	N/A	83%	Director : Electrical & Mechanical Services	Annually	BTO and progress reports against Stats SA cencus information
ELM005	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To ensure access to electricity within the Newcastle Licence area	To provide electricity within the Newcastle Municipality Licensed Areas.	Electrical	529,091,643.02	9,000,000.00		Average time to restore electricity after failure	INPUT	Time	0-3 hours	0-3 hours	0-3 hours	0-3 hours	0-3 hours	0-3 hours	Director : Electrical & Mechanical Services	Quartely	Complaint register, control log sheets and calculations
ELM006	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	Public consultation to fullfill NERSA license requirement	Ensure there are stakeholder meetings held	Electrical	_			Number of meetings held with relevant stakeholders to fullfill NERSA license requirement	OUTPUT	Number	1	1	0	0	1	0	Director : Electrical & Mechanical Services	Bi-annually	Minutes and attendance register
ELM007	Output 2: Improving access to basic services.	BASIC SERVICE DELIVERY	Delivering basic services;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To ensure an effective streetlighting service	To provide and maintain street lighting for Newcastle	Electrical	-	-		Percentage of streetlighting complaints addressed as reported	INPUT	Percentage (%)	6,5 days	100%	100%	100%	100%	100%	Director : Electrical & Mechanical Services	Quarterly	Streetlight complaints register with job cards
ELM008	Output 1: Implement a differentiated approach to municipal financing, planning and support.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To promote zero fatalities and ensure a healthy and safe working environment	and ensure a healthy and	Electrical	_	-		Number of Safety Meetings held	OUTPUT	Number	12	4	1	1	1	1	Director : Electrical & Mechanical Services	Quarterly	Minutes and attendance registers
ELM009	Output 1: Implement a differentiated approach to municipal financing, planning and support.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To ensure access to electricity within the Newcastle Licence area	To ensure that all new applications for service connections are addressed timeously	Electrical	_			Percentage of new applications on service connections finalised	INPUT	Percentage (%)	18 days	100%	100%	100%	100%	100%	Director : Electrical & Mechanical Services	Quarterly	Service connections report
ELM010	Output 1: Implement a differentiated approach to municipal financing, planning and support.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To ensure access to electricity within the Newcastle Licence area	To comply with NERSA set standard	Electrical				Maintain electricity losses within 0-12% of total usage	OUTCOME	Percentage (%)	0-12% of total usage	0-12% of total usage	0-12% of total usage	0-12% of total usage	0-12% of total usage	0-12% of total usage	Director : Electrical & Mechanical Services	Quarterly	Control operating report
ELM011	Output 1: Implement a differentiated approach to municipal financing, planning and support.	BASIC SERVICE DELIVERY	Delivering basic services;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To ensure management and replacement of vehicles for proper rendering of services.	To review a vehicle replacement policy and plan to address Fleet replacement, tyre Management , fuel and lubricant management	Mechanical Workshop			BS27.1.1	Annual review of Vehicle Replacement Policy and Plan by June 2018	PROCESS	Policy and Plan	2016/17 Replacement Plan	Annual review of Vehicle Replacement Policy and Plan by June 2018	Draft Vehicle Replacement Policy	Draft Vehicle Replacement		Annual review of Vehicle Replacement Policy and Plan by June 2018	Director : Electrical & Mechanical Services	Quartely	Q1 - Draft Policy Q2 - Draft Plan Q3 - Minutes of the meeting Q4 - Council Minutes, Vehicle Replacement Policy and Plan
ELM012	Output 1: Implement a differentiated approach to municipal financing,	GOOD GOVERNANCE AND PUBLIC PARTICIPATION		Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)	To ensure procurement, management and replacement of assets to ensure proper rendering of services.	To develop a vehicle replacement policy and plan to address Fleet replacement, Bulk Container Replacement, tyre Management, fuel and lubricant management		4,985,554.87	0.00		Assessment report on state of fleet that is ten year older by 30	OUTCOME	Assessment report	0	Assessment report on state of fleet by 30 June 2018	Develop checklist for assessment	Assessment Report for Technical services	Assessment Report for Community services	Assessment Report for all remaining departments (BTO, Corporate Services, DPHS, Office of the MM)	Director : Electrical &	Quartely	Checklist and assessment report
ELM013		GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Improved access to basic service delivery (i.e Water, sanitation, electricity, housing, waste removal)		To render a mechanical services to municipal fleet	Mechanical Workshop	534,077,197.89	9,000,000.00		Percentage of vehicles repaired as per maintainance plan	INPUT	Percentage (%)	94%	90%	90%	90%	90%	90%	Director : Electrical & Mechanical Services	Quarterly	Vehicle Complaint list and signed job cards

P 2017/18: OFFICE OF THE MUNICIPAL MANAGER

										SDBIP 2017/	18: OFFICE OF THE MUNICIPAL MANAGER											
SDBIP REFERENC E NUMBER	OUTCOME 9	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES	FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)		APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI No. LINKEI		KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
MM01	Output 3: Implementation of the Community Wor Programme.			Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.		Municipal Manager			GG1.2	Monthly Progress reports on execution of resolutions for Manco, Exco, Council and MPAC	Output	Reports	11	11	2	3	3	3	Manager : Executive Support	Quarterly	Minutes of Exco/Council / MPAC
MM02	Output 3: Implementation of the Community Wor Programme.		Good governance:	Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	To develop a system of delegation that will maximise administrative and operational efficiencies	Municipal Manager	19,676,093.27	0.00	GG5 1.2	Annual Review of Delegations Policy by 30 June 2018	Output indicator	Council Minutes and Approved Delegation Policy	Approved Delegations on 30 June 2014	Annual Review of Delegations Policy by 30 June 2018	n/a	n/a	Approval of Delegations Policy by Council by 30 Mach 2018	n/a	Manager : Executive Support	Annual	Council resolution and approved Delegation Policy
	Output 3: Implementation of the Community Wor Programme.	GOOD GOVERNANCE k AND PUBLIC	Good	Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	To strengthen executive support .	Municipal Manager			GG 1.3	Approved Intergovenrmental Relations Framework and Strategy by 30 June 2018.	Output Indicator	Council Minutes and Approved Intergovernmental Relations Framework and Strategy	New KPI	Approved Intergovenmental Relations Framework and Strategy by 30 June 2018.	n/a	n/a	n/a	Approval of the Strategy BY 30 June 2018	Manager : Executive Support	Annual	Council Resolutions and approved IGR Framework and Strategy
MM04	Output 3: Implementation of the Community Wor Programme.	GOOD GOVERNANCE k AND PUBLIC	Good	Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.		Public relations			GG10. 1.1	Approved Communication Strategy by June 2018	Output Indicator	Approved Communication strategy	Draft communication strategy	Approved Communication strategy by June 2018	n/a	n/a	n/a	Approved Communication strategy by June 2018	Director : IT	Annual	Council resolution and approved Communication Strategy
	Output 3: Implementation of the Community Wor Programme.			Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	To provide an enhanced internal and external communication service.	Public relations			GG11 .1.1	Number of Internal Communicatiors Forum meetings held	Output Indicator	Number	12	12	3	3	3	3	Director : IT	Quarterly	ICF Minutes and attendance registers
ММ06	Output 3: Implementation of the Community Wor Programme.			Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	Publication of Quarterly Internal Newsletter	Public relations				Number of Internal Newsletters	Output Indicator	Number	New KPI	8	2	2	2	2	Director : IT	Quarterly	Internal Newsletters
ММ07	Output 3: Implementation of the Community Wor Programme.	GOOD GOVERNANCE k AND PUBLIC	Good	Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	To improve both internal and external communication.	Public relations				Development and Approval of a Communication Plan	ОИТРИТ	Communication Plan	Annual Departmental Communication Plans	Development and Approval of a Communication Plan by 30 June 201	Draft Communication Plan	Draft Communication Plan Manco approval	Draft Communication Plan and Exco approval and Workshop of Councillors	Development and Approval of a Communication Plan by 30 June 2018	Director : IT	Quarterly	Draft Communication Plan/Consolidated Departmental Communication Plans,Manco, Exco, Council resolutions
MM08	Output 3: Implementation of the Community Wor Programme.			Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	To address issues raised by the Public	Public relations	2,062,049.22	0.00		% of customer complaints submitted and addressed	OUTCOME	% complaints addressed	96%	96%	96%	96%	96%	96%	Director : IT	Quarterly	Register of complaints, responses to complaints and calculation to show % received
мм09	Output 3: Implementation of the Community Wor Programme.			Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	To ensure good relations with the media houses	Public relations				% of media enquiries addressed	OUTCOME	% of media enquiries address	96%	96%	96%	96%	96%	96%	Director : IT	Quarterly	Media Enquiries addressed register,A signed Municipality Official response,publicatio n,email communications
	Output 3: Implementation of the Community Wor Programme.	k AND PUBLIC		Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.		Public relations				Development of Service Charter and Service Standards	ОИТРИТ	Service Charter and Service Standard	Approved Service Charter and Service Standards	Draft Service Charter and Service Standard	Draft Service Charter and Standards Manco approval	Standard Exco	Approved Service Charter and Service Standard by 30 June 2018		Director : IT	Quarterly	Internal Communicators Forum Resolutions and Minutes/Manco Resolutions/Exco Resolutions/Council Resolutions/Worksh
	Output 3: Implementation of the Community Wor Programme.			Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.		Public relations				Annual Customer Satisfaction Survey Conducted by 31 January 2018	ОИТРИТ	Survey	Annual Customer Satisfaction Survey Conducted by 31 January 2017	Annual Customer Satisfaction Survey Conducted by 31 January 2018	N/A	Annual Customer Satisfaction Survey Conducted by 31 January 2018	N/A	Manager : Communications	Director : IT	Bi annual	Customer Satisfaction Survey Report/minutes of Exco, Council
MM12	Output 3: Implementation of the Community Wor Programme.		Good	Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.		Public relations				Number of media briefings and press releases	OUTCOME	Press leasees	8	2	2	2	2	Manager : Communications	Director : IT	Quarterly	Press realise register and press statement
MM13	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION		Accelerated Municipal Transformation and Corporate Development	To promote ICT governance by ensuring alignment of ICT and organizational objectives	To ensure that the ICT activities and investments are in alignment with organizational objectives and strategies					Approval of ICT Strategic Plan June by 2018	Output Indicator	Approved ICT Strategic Plan	New KPI	Approval of ICT Strategic Plan by 2018	ICT Strategic Plan adoption by ICT Steering Committee		ICT Strategic Plan adoption by Exco		Director : IT	Quarterly	ICT Steering Committee minutes and attendance register,Manco Minutes & Attendance Register,Exco
MM14	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION		Accelerated Municipal Transformation and Corporate Development	To promote ICT governance by ensuring alignment of ICT and organizational objectives	implementation of good ICT	ІТ			GG12.11	Number of ICT Steering Committee meetings	Output Indicator	Number	4	4	1	1	1	1	Director : IT	Quarterly	ICT Steering Committee Minutes and attendance register
MM15	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION			To ensure effective and efficient IT support services and systems		п				% of uptime maintained	OUTCOME	%	96%	96%	96%	96%	96%	96%	Director : IT		System Uptime Report and (additional evidence supporting the report)
MM16	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION			To ensure effective and efficient IT support services and systems		п	16,810,649.44	0.00		Number of Disaster Recovery Tests conducted	ОИТРИТ	Number of Disaster Test	1	1	N/A	N/A	N/A	1	Director : IT	Dis	saster recovery test re

SDBIP REFERENC E NUMBER	оитсоме 9	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES	FUNCTIONAL AREA (LIST AS S PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	BY FUNCTIONAL AREA	KPI No. LINKED TO IDP		KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
MM17	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance:	Accelerated Municipal Transformation and Corporate Development	To ensure effective and efficient IT support services and systems	T To implement more effective	п				Number of ICT Security Audits	ОИТРИТ	Number of ICT Security Audits	4	4	1	1	1	1	Director : IT		Active Directory Audit Report and additional evidence supporting the report
MM18	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC	Good	Accelerated Municipal Transformation and	To ensure effective and efficient IT		п				Frequency of user access reviews	ОИТРИТ		4	4	1	1	1	1	Director : IT		User Access Review Report and evidence supporting the report
MM19	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC	Good	Accelerated Municipal Transformation and	To ensure that good governance principles are implemented		ıT			GG12. 2.1	Number of reviewed ICT Srategy / ICT policies / ICT procedures	ОИТРИТ	Number of ICT policies/procedures	4	1	n/a	n/a	n/a	1	Director : IT	Annually	Council Resolution/ SED Approval for procedures
MM20	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC	Good	Accelerated Municipal Transformation and	To promote and enhance good governance in the organization.	To facilitate the implementation of an effective Risk Management System towards ensuring the achievement of the organizational objectives and				GG5 4.1	Annual review of Risk Management Policy and strategy, Anti-Fraud & Corruption Policy and strategy by 30 June 2018	ОИТРИТ	Policy and Strategy	and strategy, Anti- Fraud & Corruption	Annual review of Risk Management Policy and strategy, Anti-Fraud & Corruption Policy and strategy by 30 June 2018	n/a	n/a	n/a	Approval of Risk Management Policy and Strategy, Anti- Fraud & Curruption Policy and Strategy by 30 June 2018	Chief Risk Officer	Annually	Council resolution and Approved Strategy and Policy (Where applicable)/ Proof of review)
MM21	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC	Good	Accelerated Municipal Transformation and	To promote and enhance good governance in the organization.	To facilitate the implementation of an effective Risk Management System towards ensuring the achievement of the organizational objectoives	e Risk management			GG5 5.1	Annual risk assessment report for 2018/19 as approved by Manco by 31 May 2018	ОИТРИТ	Minutes of Manco and Annual Risk Register	Risk Register 2016/17	Annual risk assessment report for 2018/19 as approved by Municipal Manager by 31 May 2018	N/A	N/A	N/A	Annual risk assessment report for 2018/19 as approved by Municipal Manager by 31 May 2018	Chief Risk Officer	Anually	Manco Resolution / Attendance registers for risk assessment workshops and Annual Risk assessment
MM22	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good	Accelerated Municipal Transformation and Corporate Development	To promote and enhance good governance in the organization.	To facilitate the implementation of an effective Risk Management System towards ensuring the achievement of the organizational objectoives	e Risk management	149,932.00	0.00	GG5 6.1	Quarterly risk Management reports on implementation of risk management action plan submitted to Audit Committee	ОИТРИТ	Audit Committee Minutes and Progress Report on Risk Management		4	1	1	1	1	Chief Risk Officer	Quarterly	Audit Committee Resolution and Quarterly risk Management reports
MM23	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC	Good	Accelerated Municipal Transformation and	To promote and enhance good governance in the organization.	To provide compliance monitoring support towards ensuring that compliance risks are mitigated effictively	Risk management			GG5 .7.1	Finalised Clean Audit Strategy by 31 December 2017	ОИТРИТ	Strategy	Draft clean audit strategy	Clean Audit strategy approved by Audit Committee by 31 December 2017	N/A	Clean Audit strategy approved by Audit Committee by 31 December 2017	N/A	N/A	Chief Risk Officer	Annually	Reports /Minutes of Audit Committee
MM24	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC	Good	Accelerated Municipal Transformation and	To promote and enhance good governance in the organization.	To provide compliance monitoring support towards ensuring that compliance risks are mitigated effictively resulting in the positive audit				GG5 8.1	Quarterly Compliance Monitoring reporting submitted to Audit Committee	ОИТРИТ	Number of reports	Current quarterly Compliance Monitoring reporting reports	4	1	1	1	1	Chief Risk Officer	Quarterly	Audit Committee Resolution and Quarterly Compliance Monitoring reporting reports
MM25	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC	Good	Accelerated Municipal Transformation and Corporate Development	To facilitate good governance by providing assurance to council on internal controls, risk managemen and governance processes.	Providing recommendations and advice to management to improve internal controls,	D Internal Audit			GG7 .1.1	%age of Projects implemented as per Internal Audit Plan	Outcome	Number	100%	100%	100%	100%	100%	100%	Chief Audit Executive	Quarterly	Progress report against approved Internal Audit Plan and Internal audit reports
MM26	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC	Good	Accelerated Municipal Transformation and Corporate Development	To facilitate good governance by providing assurance to council on internal controls, risk managemen and governance processes.	Providing recommendations and advice to management to improve internal controls,	o Internal Audit	7,515,686.97	0	GG7 .2.1	Council Approval of audit committee charter by March 2018	Output	Council resolution approving Audit Committee Charter	by Council in May	Council Approval of audit committee charter by March 2018	N/A	N/A	Council Approval of audit committee charter by March 2018	N/A	Chief Audit Executive	Annual	Council resolution Approving Audit Committee Charter
MM27	Output 6: Administrative and financial capability.		Good governance;	Accelerated Municipal Transformation and Corporate Development	To facilitate good governance by providing assurance to council on internal controls, risk managemen and governance processes.	improve internal controls,					Number of audit committee meeting	Output	Number	7	7	3	1	1	2	Chief Audit Executive	Quarterly	Audit committee minutes and agenda of meetings
MM28	Output 6: Administrative and financial capability.		Good governance;	Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	To provide effective and efficient legal support services	Legal Services			GG8. 1.1	%age of contracts drafted and vetted as requested by departments	Output	%age	New KPI	100%	100%	100%	100%	100%	Executive Manager : Legal Services	Quarterly	Registers of all contacts received with a date received and date finalised , and contracts vetted and drafted
MM29	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	To provide effective and efficient legal support services	Legal Services	3,881,148.78	0.00	GG8 .3.1	%age of objections addressed within 60days as per SCM Regulations	Output	Number of days	100% of objections resolved within 60days	100% of objections resolved within 60days	100% of objections resolved within 60days	100% of objections resolved within 60days	100% of objections resolved within 60days	100% of objections resolved within 60days	Executive Manager : Legal Services	Quarterly	Objections register with dates of objection received and resolved, Objections and communication to Objector
MM30	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Accelerated Municipal Transformation and Corporate Development	To ensure good governance through openness, transparency and accountability in the organization.	To provide effective and efficient legal support services	Legal Services			GG8. 4.1	%age of bylaws published as prioritised by ManCo	Output	Published Bylaws	new KPI	100%	n/a	n/a	n/a	100%	Executive Manager : Legal Services	Annually	Proof of publication of bylaws
MM31	Output 6: Administrative and financial capability.		Good governance;	Accelerated Municipal Transformation and Corporate Development	To obtain a clean audit on the Audit of Performance Objectives by 2020	To facilitate the development , review and implementation of the PMS annually	PMS			GG13. 1.1	Number of performance reports submitted to Audit Committee quarterly	Output Indicator	Number	4	4	1	1	1	1	Manager : Monitoring and Evaluation	Quarterly	Audit Committee resolution and Quarterly performance report
MM32	Output 6: Administrative and financial capability.	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Accelerated Municipal Transformation and Corporate Development	To obtain a clean audit on the Audit of Performance Objectives by 2020	To implement outreach and awareness workshops on PMS to departments and other role-players	PMS	4 286 258 73	n	GG13. 2.1	Number of PMS workshops held quarterly	Output Indicator	Number	New KPI	4	1	1	1	1	Manager : Monitoring and Evaluation	Quarterly	Workshops attendance register

SDBIP REFERENC E NUMBER	OUTCOME 9	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE		FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	BY FUNCTIONAL AREA	KPI No. LINKED TO IDP		KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
		GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Accelerated Municipal Transformation and Corporate Development	To promote good governance through the Annual performance reporting process	To ensure compliance with Annual performance Reporting process	PMS	4,200,230.73	· ·	GG14. 1.1	Annual Performance Report submitted to the Auditor-General by 31 August 2017	Output Indicator	Reports		Report submitted to the	Annual Performance Report submitted to the Auditor-General by 31 August 2017	N/A	N/A	N/A	Manager : Monitoring and Evaluation	Annual	Acknowledgement of receipt from AG
	dministrative and	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Good governance;	Accelerated Municipal Transformation and Corporate Development	To promote good governance through the Annual performance reporting process	To ensure compliance with Annual report process	PMS			GG14. 2.1	Approval of Annual Report by 31 March 2018	Output Indicator	Reports	Approved Annual Report by Council 31 March 2017	Approval of Annual Report by 31 March 2018	n/a	N/A	Tabling of Annual Report to Council by 31 January 2018	Approval of Annual Report by 31 March 2018	Municipal Manager	Quarterly	Council Resolution and Approved Annual Report
	dministrative and	AND PUBLIC	government	Accelerated Municipal Transformation and Corporate Development	To strengthen executive support services.	Manage programs in the office of the Mayor	Mayoral Office	3,545,211.00	0		%age implementation of Mayoral Programme		Programmes	100%	100%	100%	100%	100%	100%	Manager : Executive Support	Quarterly	Mayoral Program indicating progress achieved, Press releases (where applicable), invoices (where applicable), press articles.
MM36 a	Output 1: mplement a lifferentiated ipproach to nunicipal financing, llanning and support.	CROSS CUTTING	Putting people first;	Improved Community Safety	government&Civil society and	To mainstream programmes with the National and Provincial government; Civil society and private sector	GOVERNANCE UNIT (Special Programmes)			CC42 .1.1	% Percentage of OSS issues received and referred	Process indicator	96	New KPI	100%	100%	100%	100%	100%	Manager : Special Programmes	Quarterly	Registers of issues received and referred
MM37 c	Output 1: mplement a lifferentiated pproach to nunicipal financing, llanning and support.		Putting	Improved Community	To facilitate the responsive role of the municipality in OSS.	To mainstream OSS through Internal OSS and Special Programmes Steering Committee	GOVERNANCE UNIT (Special Programmes)	2,324,434.00	0	CC43 .1.1	Number of Special Programme and OSS meetings	Output	Number	NEW	2	n/a	1	n/a	1	Manager : Special Programmes	Bi-annual	Special Programme and OSS Steering Committee Minutes and Attendance registers
a r	Output 1: mplement a lifferentiated pproach to nunicipal financing, llanning and support.	CROSS CUTTING		Improved Community	To respond to needs of vulnerable groups within Newcastle jurisdictional area.	Empowerment of target groups (Senior citizens, Disability, People living with HIV/AIDS, Women Men)	GOVERNANCE UNIT (Special Programmes)	2,324,434.00	U	CC44. 1.1	Number of functional Special Programmes FORA	Outcome Indicator	Number	8	8	2	2	2	2	Manager : Special Programmes	Quarterly	Forum meeting register and Attendance register
MM39 a	Output 1: mplement a lifferentiated ipproach to nunicipal financing, llanning and support.	CROSS CUTTING		Improved Community	To respond to the needs of vulnerable groups	To host human rights activities to address issues affecting the vulnerable groups	GOVERNANCE UNIT (Special Programmes)			CC45.1.1	Number of special programs events implemented	Output	Number	12	10	2	3	2	3	Manager : Special Programmes	Quarterly	Attendance registers, minutes and photos
								60,251,463.41	0.00													

NEWCASTLE MUNICIPALITY DRAFT SDBIP 2017/18 FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET) BACK TO BASICS PILLAR APPROVED BUDGET 2017/18 BY FUNCTIONAL APPROVED BUDGET 2017/18 BY FUNCTIONAL KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS) RESPONSIBLE OFFICIAL KPI No. ANNUAL TARGET PRIMARY SOURCE OF NATIONAL FREQUENCY OF DEPARTMENTAL STRATEGIES BASELINE QUARTER 1 QUARTER 3 DEPARTMENTAL OBJECTIVE QUARTER 2 QUARTER 4 NUMBER KPA LINKED TO ID 2017/18 REPORTING EVIDENCE AREA (OPERATIONAL) AREA (CAPITAL) Output MUNICIPA 6: FINANCIA he percentage of a capital budge FINANCIAL VIABILITY AND MANAGEME NT The percentage of a capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan Administra tive and financial capability. SED: Technical Services TS1 Technical Services OUTPUT 90% 90% 13% 37% 69% 90% Quarterly Output 3: Number of jobs created through LOCAL ECONOMIC Local Economic ation of the Communit GOOD To create job opportunities municipality's local economic development initiatives including capital projects EPWP report as submitted to Public Works opment (Eradio SED: Technical TS2 Technical Services OUTPUT Number 969 800 0 0 0 800 Annual DEVELOPME of poverty and unemployment) operational and capital program: Services CE y Work Programm e. Develop a Comprehensive Infrastructure Master Plan (It will cater for key focus areas including: Housing development, Water and santiation, water safety plan, Roads and storm water, Energy – High voltage, Electrification, Maintenance Plan, Asset replacement plan, waste management and catalytic projects) bmission of a Busin Submission of a Business
Plan to obtain funding for
the preparation of the
comprehensive
Infrastructure Master
Plan Roads & Storm
water Submission of a Business Plan to obtain funding for the preparation of the comprehensive Infrastructure Master Plan Roads & Storm water nproved quality of road and storm water nfrastructure (including sidewalks) to obtain a council resolution for the submission of a business plan BASIC Director: Civil Services SERVICE DELIVERY CIV1 BASIC SERVICES Infrastructure operations and management Civil OUTPUT number 0 0 Bi-annual proof of submission to sector departments Reports signed by the Director and confirmed by the Portfolio Councillor for Technical Services To ensure the provision and maintenance of safe roads and effective storm water infrastructure. Refurbishment and maintenance of bads, storm water infrastructure, traffic calming devices and provision of pedestrian walkways. BASIC Manager: Roads and Storm-water SERVICE DELIVERY CIV2 BASIC SERVICES Civil BS24.1.1 Km of Roads resealed/rehabilitate Output Kilometres (km) 2,26 Km 12km 0km 0km 3 km 9 km Output 2: Improving access to basic services. Reports signed by the Director and confirmed by the Portfolio Councillor for Technical Services nproved quality of road and storm water nfrastructure (including sidewalks) To ensure the provision and maintenance of safe roads and effective storm water infrastructure. Refurbishment and maintenance of oads, storm water infrastructure, traffic calming devices and provision of pedestrian walkways. BASIC Manager: Roads and Storm-water CIV3 SERVICE DELIVERY BASIC SERVICES Civil BS24.2.1 km's of roads gravelled Output Kilometres (km) 5 Km 2,5km 0 km 1,25km 1,25km Bi-annual MUNICIPAL Output 6: AL DEVELOPME NT AND TRANSFORM ATION %age of maintenance complaint and report signed by the Director (summary and calculations) CIV4 BASIC SERVICES Transformation and Corporate Developmen ceptable municipal buildings and facilities building maintenance from different sections within the municipality Civil Output Percentage (%) 90% 90% 90% 90% 90% 90% Manager: Building: Quarterly addressed as received 314,226,619.30 43,989,000.00 Output 6: MUNICIPAL INSTITUTION Maintenance Plan and Maintenance Register Administra tive and financial capability. AL DEVELOPME NT AND TRANSFORM ATION % Implementation of the building exceptable municipal buildings and facilities are are for implementation in the current year. and report signed by the Director (summary and calculations) CIV5 BASIC SERVICES Transformation and Corporate Developmen Civil Output Percentage (%) 0% 90% 45% 90% Manager: Building Bi-annual Output 6: FINANCIAL
Administra tive and financial Capability. NT Refurbish and maintain safe and Develop a comprehensive buildings acceptable municipal buildings and maintenance plan and a short term plan facilities for implementation in the current year Accelerated Municipal Minutes of the meetin and the register CIV6 BASIC SERVICES Transformation and Corporate Development Civil Steering Committee Meetings convened output number 0 0 Manager: Buildings Annual

SDBIP REF OUTCOM NUMBER 9	E NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES	FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI No. LINKED TO IDE	KEY PERFORMANCE INDICATOR	KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	, UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
Outpu 2: Improving access to basic services	BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved quality of roads and storm water infrastructure (including sidewalks)	Upgrade of gravel roads to tarred roads with storm water infrastructure and street furniture	Ensure 100% expenditure on approved grant funding and explore other sources of funding	Civil				% of MIG budget spent	Process	Percentage (%)	100%	100%	10%	40%	60%	100%	Manager: PMU	Quarterly	Budget versus expenditure report from the financial system including the funding source and calculation
CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 CIV8 C	BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved quality of roads and storm water infrastructure (including sidewalks)	Upgrade of gravel roads to tarred roads with storm water infrastructure and street furniture	Implementation of the Capital Program (MIG+INTERNAL FUNDING)	Civil			BS25.1.1	Km's of roads upgraded from gravel to blacktop including street furniture	Output	Kilometres (km)	9,903km	1,22Km	0km	0km	0km	1,22Km	Manager: PMU	Annual	(invoices will be linked to relevant PIP's) Completion certificates, progress reports signed by the Director/SED
WS1 Outpug 2: 2: WS1 Improving access to basic services	t BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	To create an efficient system for Infrastructure operations and management	Develop a Comprehensive Infrastructure Master Plan (It will cater for key focus areas including: Housing development, Water and sanisation, water safety, Roads and storm water, Energy – High voltage, Electrication, Maintenance Plan, Asset replacement plan, waste management and catalytic projects)	Water			BS20.1.1	Submission of Sector Business Plan to Octain funding for the proparation of the comprehensive Infrastructure Master Plan For Water & Sanitation by 30 June 2018	Process	Process indicator - business plan	0	Submission of a Business Plan to obtain funding for the preparation of the comprehensive infrastructure Master Plan	Appointment of consultants and contractual obligations	Feasibility studies	Draft Business plans and Reports	Final submission of Business plans to sector departments (Department of Water Affairs and COGTA)	Director: WSA	Quarterly	Draft infrastructure business plan, approval of the business plan by the SED and Council Resolution
Outpug 2: 2: vi WS2 Improving access to basic services	BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	To create an efficient system for infrastructure operations and management	Develop a Comprehensive Infrastructure Master Plan (It will cater for key focus areas including: Housing development, Water and santiation, water safety plan, voltage, Electrification, Maintenance Plan, Asset replacement plan, waste management and catalytic projects)	Water				Implementation of the Web Based WSDP Module 1 by 31 December 2017	Process Indicator	Process indicator - implementation of the web based WSDP Module 1	Approved Module 1 WSDP	Implementation of the Web Based WSDP Module 1 by 31 December 2017	0	Implementation of the Web Based WSDP Module 1 by 31 December 2017	0	0	Director: WSA	Annual	Confirmation of implementation of the Module 1 of the WSDP by Department of Water Services
Outps 2: Improvin access to basic services	BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	To ensure the provision of appropriate sanitation and potable water to all households in Newcastle Municipality.	To prioritise the implementation of the Master plan	Water				The review and approval of the WSOP by January 2018	Output	Reviewed WSDP	Approved WSDP	The review and approval of the WSDP by January 2018	0	0	The review and approval of the WSDP by January 2018	0	Director: WSA	Annual	Council Resolution
Outpu 2: 2: Improving access to basic services	BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	To ensure that the service level agreement is implemented	To monitor the performance of the entity (financial and non-financial performance)	Water				Number of Monthly meetings with UTW to interrogate monthly performance reports	output	Number	0	12	3	3	3	3	Director: WSA	Quarterly	Register, Reports and minutes of the meeting
Outpu 2: Improvidus access to basic services	BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	To ensure the provision of appropriate sanitation and potable water to all households in Newcastle Municipality.	increase number of households with access to basic potable (drinkable) water.	Water			BS21.1.1	% Of households with access to a basic level of water	Output indicator	Percentage (%)	96.00%	96.00%	0	0	0	96.00%	Director: WSA	Annual	Progress report based on Stats SA census figures, BTO reports on new connections OR supported by completion extending the supported by completion certificates and final payment certificates (mixing signed by the Director and SED.
Output 2: Improvin access to basic services	t BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	water to all households in	locrease number of households with access to basic sanitation.	Water			BS21.2.1	% Of households with access to a basic level of sanitation	Output indicator	Percentage (%)	94.34%	94.93%	0	0	0	94.93%	Director: WSA	Annual	Progress report based on Stats SA census figures, BTO reports on new connections of supported by completion certificates and final payment certificates firmotics signed by the Director and SED.
Ustp. 2: Improving access to basic services	BASIC B SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	To reduce water loss	To reduce the percentage of water losses. (Non-revenue water loss)	Water	279,256,036.67	123,589,000.00	BS22.1.1	Reduction of water loss by 2% per annum for Non-Revenue Water loss	Outcome indicator	Percentage (%)	42.30%	40.30%	0	0	0	40.30%	Director: WSA	Annual	Water balance scorecard

SDBIP REF OUT	COME N	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	DEPARTMENTAL OBJECTIVE	DEPARTMENTAL STRATEGIES	FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE DEPARTMENTAL BUDGET)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI No. LINKED TO IDP	KEY PERFORMANCE INDICATOR	KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
wss Imp aco b		BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)		Increase number of households with access to basic potable (drinkable) water.	Water				Number of Households with access to piped water supply (Upgrade in level of service)	Output Indicator	Number	29625	480	0	0	0	480	Director: WSA	Annual	Completion certificates approved by the SED and a close out report
ws9 Imp aco b		BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	appropriate sanitation and potable water to all households in	Provide housing and other development projects reticulated water service through provision of new infrastructure and existing infrastructure upgrades	Water				Construction of bulk water supply for the Blaauwbosch Housing Project	Process Indicator	Outcome Indicator- construction of the Bulk Water Supply for Blasuwbosch housing project	70% of materials for the project have been procured	100% Construction of bulk water pipe line for the Blaauwbosch Housing Project	Appointment of contractor	0	0	100% Construction of bulk water pipe line for the Blaauwbosch Housing Project	Director: WSA	Bi-annual	Progress reports and invoices
ws10 Imp aco b		BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	appropriate sanitation and potable	Increase number of households with access to basic sanitation.	Water				Number of households with access to sanitation (VIP toilets)	Output indicator	Number	26804	500	0	0	0	500	Director: WSA	Annual	Completion certificates approved by the SED and a dose out report
ws11 Imp aco b		BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)		To improve sanitation systems by upgrading to waterborne sewerage system	Water				Number of household with access to sanitation (waterborne sewerage system)	Output indicator	Number	48063	305	0	0	0	305	Director: WSA	Annual	Completion certificates approved by the SED and a close out report
WS12 Imp aco b		BASIC SERVICE DELIVERY	DELIVERING BASIC SERVICES	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	To promote water conservation	To develop a water and sanitation customer relations management plan (community awareness, etc.)	Water				Approval of a water and sanitation customer relations management plan by 30 June 2018	Output indicator	Process indicator - approval of the customer relations management plan	0	Approval by the SED of a water and sanitation customer relations management plan by 30 June 2018	0	Draft customer relations management plan	0	Approval by the SED of a water and sanitation customer relations management plan by 30 June 2018	Director: WSA	Bi-annual	Draft customer relations plan and Approval of the customer relations management plan by the SED
WS13 Adm tive final	6: Gi iinistra e and	GOOD OVERNANC E AND PUBLIC ARTICIPATI ON	GOOD GOVERNAN CE	Accelerated Municipal Transformation and Corporate Development		To improve both internal and external communication.	Water	593,482,655.97	167,578,000.00		% of communication plan implemented	OUTPUT	Percentage (%)	100%	100%	25%	50%	75%	100%	Manager: Customer Relations	Quarterly	Communication plan and Registers/minutes/press releases/articles/ publications

NEWCASTLE MUNICIPALITY
DRAFT SDBIP 2017/18

											DRAFT SDBIP 2017/18											
	TCOME N	NATIONAL KPA	BACK TO BASICS PILLAR	IDP PRIORITY	ENTITY OBJECTIVE	ENTITY STRATEGIES	FUNCTIONAL AREA (LIST AS PER THE FUNCTIONAL AREA ON THE BUDGET)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (OPERATIONAL)	APPROVED BUDGET 2017/18 BY FUNCTIONAL AREA (CAPITAL)	KPI No. LINKED	KEY PERFORMANCE INDICATOR	KPI TYPE (INPUT, OUTPUT, OUTCOME, PROCESS)	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2017/18	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	RESPONSIBLE OFFICIAL (DESIGNATION)	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE
2: Impi acce basi		ISIC RVICE ELIVERY	Good governance;		Communicate company performance to stakeholders and public	Submission of Monthly Section 71 Oversight Reports to Shareholders	UTHUKELA WATER	R66,793,005.76	0		Submit Monthly Section 71 Oversight Reports to Newcastle Municipality	OUTPUT	Number	12	12 Monthly Reports	3 Monthly Oversight Reports	3 Monthly Oversight Reports and 1 Quarterly Performance Report	3 Monthly Oversight			Quarterly	Reports, Proof of Submission
2: Impi acce basi UTW002 serv		RVICE	Good governance;	removal)	Communicate company performance to stakeholders and public	Submission of Performance Reports as legislated by the MFMA					Submit Final Annual Report, Annual Performance Report and Mid Year Performance report to Newcastle Municipality	ОИТРИТ	Number	1 of each Report (3)	1 Annual Report, 1 Performance Report, 1 Mid Year Performance Report	1 Annual Report and 1 Annual Performance Report		1 Mid Year Performance Report	N/A	Luiz Cunha , Farida Moola and Kay-lee Wells		Reports, Proof of Submission
acce basi UTW003 serv	rices. DE	ISIC RVICE ELIVERY	Good governance;	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	Ensure Good Corporate Governance	Compliance with statutory company and local government legislation					To ensure compliance with all MFMA Requirements (except where there is no budget provision)	OUTPUT	Number	1	4	1 Signed Control Sheet	1 Signed Control Sheet	1 Signed Control Sheet	1 Signed Control Sheet	Luiz Cunha		Signed MFMA Requirement Control Sheet
2: Impi		ISIC RVICE LIVERY	Good governance;	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	Ensure Good Corporate Governance	Identify and Manage Risks					Submit Annual Risk Assessment and Quarterly Risk Monitoring Reports	ОИТРИТ	Number	1 Risk Assessment and 4 Quarterly Reports	1;4	1 Risk Assessment; 1 Quarterly Report	1 Quarterly Report	1 Quarterly Report	1 Quarterly Report	Kay-lee Wells	Annually; Quarterly	Risk Assessment; Quarterly Reports
2: Impi acce basi		ISIC RVICE ELIVERY	Good governance;	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	Ensure Good Corporate Governance	To ensure readiness in case of disaster for Bulk Water Services					Appoint a Disaster Recovery Steering Committee. Schedule Monthly Meetings to complete planning for disaster recovery plan	PROCESS	Number	0	1 Appointed Steering Committee ; 12 Meetings	1 Appointed Steering Committee ; 1 Monthly Planning Meeting	1 Monthly Planning Meeting			Luiz Cunha		Appointment of Members; Monthly Meeting Notices, Agendas and Minutes
1: Impl a diffe ed appi to mun finai	Output Ilement erentiat roach nicipal ncing,			Improved access to basic service delivery (i.e.	Planning, development,																	
UTW006 and supp	port. DE	RVICE	Delivering basic services;	Water, sanitation, electricity, housing, waste removal)	management and control of sustainable bulk water volumes and quality assurance	Water Conservation Management					To Restrict bulk water losses on raw water and potable bulk pipelines to less than 15% per annum	OUTCOME	Percentage	18%	15%	15%	15%	15%	15%	Hannelie Hickley; Clever Dhliwayo	Quarterly	Monthly Operations Report
a diffe ed appr to mun final	erentiat roach nicipal ncing,	.516	Dalimaia	Improved access to basic service delivery (i.e.	Planning, development,	To comb a sound by the comb																
UTW007 supp O 1: Impl a	SEF		basic services;	Water, sanitation, electricity, housing, waste removal)	management and control of sustainable bulk water volumes and quality assurance	To supply agreed bulk water volumes to Newcastle Municipality					To supply bulk water volumes in terms of the WSP/WSA agreement and budgeted volumes	OUTPUT	Kilolitres	33 Million	25 - 30 Million	N/A	N/A	N/A	25 - 30 Million	Hannelie Hickley; Clever Dhliwayo	Quarterly	Monthly Operations Report
to mun finai plan and UTW008 supp		ISIC RVICE ELIVERY	Delivering basic services;	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	Planning, development, management and control of sustainable bulk water volumes and quality assurance	To supply quality bulk water in terms of SANS 241:2015					Produce bulk water testing 95 % or above across all Determinants of SANS 241:2015	оитсоме	Percentage	95%	95%	95%	95%	95%	95%	Hannelie Hickley; Clever Dhliwayo	Quarterly	Monthly Operations Report
a diffe ed appi to mun finai	erentiat roach nicipal ncing, nning BA:			Improved access to basic service delivery (i.e. Water, sanitation, electricity, bousing, waste		Perform regular asset conditional assessments and					Submit an annual asset conditional assessment report, recommendations and asset maintenance plan to Newcastle					1 Asset Conditional Assessment and Asset Maintenance				Dick Lemmer; Hannelie Hickley;		1 Asset Conditional Assessment and Asset Maintenance
UTW009 supp O 1: Impl a diffe ed		ELIVERY	basic services;	electricity, nousing, waste removal)	Asset Management	conditional assessments and Maintenance Planning					maintenance pian to Newcastle Municipality	ОИТРИТ	Number	1	1	Asset Maintenance Plan	N/A	N/A	N/A	Hanneile Hickley; Clever Dhliwayo	Annually	Plan
final plan and UTW010 supp		RVICE	Delivering basic services;	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste removal)	Planning, development, management and control of sustainable bulk water volumes and quality assurance	Coordination of of the regional bulk water master plan steering committee					Coordintate quarterly meetings of the regional bulk water master plan steering committee		Number	4	4	1 Meeting	1 Meeting	1 Meeting	1 Meeting	Hannelie Hickley; Clever Dhliwayo	Quarterly	Notice of Meetings, Agendas and Minutes
a diffe ed appi to mun finar plan and		RVICE	basic	Improved access to basic service delivery (i.e. Water, sanitation, electricity, housing, waste		sustainable financial management to ensure uninterrupted service					To invoice the WSA monthly for bulk water services rendered and to expect payment from the WSA within 30 days of date of invoice as											Monthly Invoices, Proof of Submission,
UTW011 supp	port. DE	LIVERY	services;	removal)	Sustainable financial management	delivery		R66,793,005.76	0		per the WSP agreement.	OUTPUT	Number	12	12	3 Invoices	3 Invoices	3 Invoices	3 Invoices	Farida Moola	Quarterly	Proof of Recepit

NEWCASTLE MUNICIPALITY CAPITAL BUDGET SUBMISSIONS: 2017/18 BUDGET TECHNICAL SERVICES 2017/18 PROPOSED CASHFLOW PROJECTION ROJECT DESCRIPTION 2017/18 Oct-17 Nov-17 Technical Services MADADENI WWTP 20,000,000.00 1800000 2000000 3000000 4100000 5500000 3600000 Technical Services PGRADE OF NGAGANE WWTW PHASE1 15,000,000.00 1750000 2500000 190,000.00 70.000.00 Technical Services SASIC SANITATION SERVICES NORMANDIEN 700,000.00 70,000.00 120,000.00 220,000.00 30.000.00 SASIC SANITATION SERVICES INGOGO 700,000.00 Technical Services 70,000.00 120,000.00 190,000.00 220,000.00 70,000.00 30,000.00 Technical Services BASIC SANITATION SERVICES CHARLESTOWN 700,000.00 70.000.00 120.000.00 190,000.00 220,000.00 70,000.00 30,000.00 LAAUWBOSCH BULK WATER PROJECT 15,000,000.00 1,500,000.00 2,100,000.00 Technical Services PIPE REPLACEMENT AND UPGRADE PROJECT 7.489.000.00 1900000 Technical Services 740000 2500000 110000 259000 Technical Services GAGANE BULK WATER SUPPLY PROJECT 10,000,000.00 950,000.00 1100000 135000 2000000 2900000 400000 WCDM OSIZWENI 10.000.000.00 1350000 2100000 Technical Services 1000000 2800000 1850000 900000 Technical Services NEWCASTLE EAST WATER SUPPLY EXTENSION 35,000,000.00 3,500,000.00 4,700,000.00 5,500,000.00 6,100,000.00 8,500,000.00 6,300,000.00 4,900,000.00 3,700,000.00 PGRADE AND REFURBISHMENT OF PUMPSTATIONS Technical Services Technical Services RESEALING OF ROADS - NEWCASTLE WEST 6,000,000.00 300,000.00 1,300,000.00 2,300,000.00 1,300,000.00 300,000.00 300,000.00 200,000.00 2,000,000.00 Technical Services RESEALING OF ROADS - MADADENI 1,800,000.00 200,000.00 Technical Services ESEALING OF ROADS - OSIZWENI 2,000,000.00 1,800,000.00 200,000.00 Technical Services RESEALING OF ROADS - KILBARCHAN 1,000,000.00 500,000.00 500,000.00 Technical Services RESEALING OF ROADS - CHARLESTOWN 1,000,000.00 1,000,000.00 Technical Services 2,632,500.00 350,000.00 450,000.00 380,000.00 270,000.00 290,000.00 380,000.00 512,500.00 **Technical Services** MD35 2,825,000.00 380,000.00 430,000.00 340,000.00 260,000.00 270,000.00 340,000.00 805,000.00 Technical Services 1,175,000.00 220,000.00 180,000.00 155,000.00 330,000.00 290,000.00 Technical Services ME11 (A) 4,815,000.00 380,000.00 690,000.00 720,000.00 340,000.00 480,000.00 750,000.00 740,000.00 715,000.00 Technical Services ME11 (B) 2,935,000.00 380,000.00 430,000.00 340,000.00 260,000.00 270,000.00 440,000.00 815,000.00 **Technical Services** 2.690.000.00 350,000.00 450,000.00 380,000.00 270,000.00 290,000.00 380,000.00 570,000.00 Technical Services 4,367,500.00 480,000.00 340,000.00 617,500.00 DA85 (A) 390,000.00 720,000.00 280,000.00 750,000.00 790,000.00 2,882,500.00 350,000.00 430,000.00 480,000.00 370,000.00 290,000.00 480,000.00 482,500.00 Technical Services OA85 (B) 2,365,000.00 350,000.00 Technical Services 450,000.00 255,000.00 270,000.00 290,000.00 370,000.00 380,000.00 Technical Services OA103 2.927.500.00 350.000.00 450.000.00 380.000.00 270.000.00 290.000.00 380.000.00 523.500.00 284.000.00 **Technical Services** OSIZWENI E AND F 9,000,000.00 Technical Services ANORAMA STORMWATER 2,374,000.00 600,000.00 640,000.00 560,000.00 574,000.00 167,578,000.00 4,010,000.00 7,360,000.00 12,560,000.00 15,000,000.00 17,355,000.00 12,844,000.00 17,495,000.00 19,910,000.00 21,018,500.00 20,816,500.00 12,950,000.00 5,459,000.00 CONSTRUCTION OF CHARLESTOWN LIBRARY 11,000,000.0 COMMUNITY SERVICES 640,000 740,000 1,160,000 1,300,000 1,380,000 1,500,000 1,560,000 1,720,000 1,000,000 REFURBISHMENT AND EXTENSION OF NEWCASTLE COMMUNITY SERVICES 5,425,000.00 651,000 776,300 1,303,500 955,000 570,200 232,000 REPLICA RAILWAY STATION COMMUNITY SERVICES 280,000.00 46,600 46,60 COMMUNITY SERVICES 16,705,000.00 651,000.00 776,300.00 1,624,000.00 1,741,600.00 1,578,600.00 1,426,600.00 1,560,000.00 1,720,000.00 1,000,000.00 CORPORATE SEVICES FURNITURE & EQUIPMENT 1,000,000.00 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 CORPORATE SEVICES PA SYSTEM 2,700,000.00 2,700,000.00 3,700,000.00 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 83,333.34 2,783,333.34 83,333.34 83,333.34 83,333.34 ELECTRICAL SIYAHLALALA ELECTRIFICATION Development Planning and Human 1,000,000.00 R 200,000.00 R 300,000.00 R 300,000.00 R 200,000.00 Development Planning and Human Settlements JBC Urban Hub Walkways Informal Trading Stalls 29,124,702.00 100,000 100,000 584412.25 584412.25 584412.25 584412.25 584412.25 584412.25 584412.25 584412.25 Development Planning and Human 15.000.000.00 2647700.18 2647700.18 2647700.1 2647700.1 2647700.18 2647700.18 Settlements Madadeni Secondary Link Road Walkways 2647700.18 2647700.18 2647700.18 2647700.18 2647700.2

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4,875,298.00

145,404.89

6,400,000.00

1,600,000.00

1,600,000.00

Ingogo Fresh Produce Market

Development Planning and Human Settlements Building of New Infrastructure (AIRPORT/TECHNO HU)

Development Planning and Human

NEWCASTLE MUNICIPALITY
CAPITAL BUDGET SUBMISSIONS: 2017/18 FINAL BUDGET

							COMMUNITY SE						
						SDS	HP LINK TO CAPITAL S	FUDSET 2017/18					
											OUARTER:	TARSETS	
CAP REFERENCE NUMBER	PROJECT DESCRIPTION	NEW/ROLL OVER	FUNDING SOURCE/SEANT NAME	IDP PRIORITY	www.	FUNDING SOURCE	2017/18	KEY PERFORMANCE INDICATOR (OUTPUT OR PROCESS)	ANNIAL TARGET	QUARTER 1	QUARTER 2	OUARTER 2	QUARTER 4
COMMPIPE	Construction of Charlestown Library	New	Provincial Grant			Provincial Grant	11,000,000,00	Number of new library built (Process)	Number of new libraries built	Appointment of service aroulder	Construction of library	Construction of library	Construction of library
COMMPIE	Refurbishment & extension of Newcastle Library	New	Provincial Grant		4	Internal Funding	\$425,000,00	Number of libraries upgraded (Output)		Construction of library	Construction of library	Construction of library	1
COMMPIPE	Regica Railway Station	Rall over	Museum Grant		4	Internal Funding	280,000,00	Construction of a Replica Railway Station	Construction of a replica railway station and completion of project	Appointment of service provider	Construction of a replica railway station	Construction of a regilica railway station	Construction of a replica railway station and completion of project

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										CADITAL B	UDGET 2017/				TATION DI AN	u												
										CAPITAL B	ODGE1 2017/	10 - HIGH LE	VELPROJECT	IIVIPLEIVIEIN	TATION PLAN	•	INSERT DA	ATES										
CAP REFERENCE	DEPARTMENT	FLINDING SOLIRCE	VOTE NUMBER VOTE DESCRIPTION	17/18 TOTAL	Consultant Appointed (to start with design)	EIA Scoping Report & Detail Design Approved	Bid Specification Committee	Advertised	Tender Closing Date	Bid Evaluation Committee	Bid Adjudication Committee	Contractual Obligation	Project Inception / Site Establishment	Construction Commence Date	Month 1 Site Meeting / PSC meeting	Month 2 Site Meeting / PSC meeting	Month 3 Site Meeting / PSC meeting	Month 4 Site Meeting / PSC meeting	Month 5 Site Meeting / PSC meeting	Month 6 Site Meeting / PSC meeting	Month 7 Site Meeting / PSC meeting	Month 8 Site Meeting / PSC meeting	Month 9 Site Meeting / PSC meeting	Month 10 Site Meeting / PSC meeting	Month 11 Site Meeting / PSC meeting	Month 12 Site Meeting / PSC meeting	Date	Project Duration (Number of Months for
PROF			is specified for Audit purposes. Departments may review this based on specific pro		Letter of appointment	Report/ design /invoices	Minutes of BSC	Advert	Advert	Minutes of BEC	Minutes of BAC	Letter of appointment	Minutes of meeting/ approved Invoice	Signed SLA	Minutes / Monthly progress reports/if expenditure incurred - signed hunices	Minutes / Monthly progress reports/lf expenditure incurred - signed Involves	Minutes / Monthly progress reports/lf expenditure incurred - claned Invarioes	Minutes / Monthly progress reports/lf expenditure incurred - sinned leuvices	Minutes / Monthly progress reports/lf expenditure incurred - signed invoices	Minutes / Monthly progress reports/lf expenditure incurred - sinned Involves	Minutes / Monthly progress reports/lf expenditure incurred - daned Invoices	Minutes / Monthly progress reports/lf expenditure incurred - sinned Immires	Minutes / Monthly progress reports/lf expenditure incurred - signed involves	Minutes / Monthly progress reports/lf expenditure incurred - sinned Involves	Minutes / Monthly progress reports/lf expenditure incurred - signed involves	Minutes / Monthly progress reports/if expenditure incurred - sinned inunires	Project completion cerfticate by authorised and/or competent nercon	
COMMPIP1	COMMUNITY SERVICES	PROVINCIAL GRANT	CONSTRUCTION OF CHARLESTOWN LIBRARY	11 000 000 00				Jul-17	31-Jul-17	Aug-17	Sep-17	Sep-17	Oct-17	0d:17				Site Establishment	Excavations	Excavations	Foundation brickwork	Foundation brickwork	External and internal brickwalls	External and internal brickwalls	External and internal brickwalls	External and internal brickwalls		
COMMPIP2	COMMUNITY SERVICES		REFURBISHMENT AND EXTENSION OF NEWCASTLE LIBRARY	5,425,000.00						·					N/A	N/A	N/A	Foundation brickwork. Concrete footings. Backfilling.	Prepare under surface slabs. External & internal brickwalls.	surface slabs.	Sealing & joinery. External paint. Second fix elect./Mech./pl umb.	Finishes. Fire, water reticulation. Third fix for electrical & plumbing.	Fittings. Third fix for mechanical.	Fittings. Third for mechanical.	Snagging and	Construction and completion of a project	30-Jun-18	
COMMPIP3	COMMUNITY SERVICES	MUSEUM GRANT	REPLICA RAILWAY STATION	280,000.00				Jul-17	31-Jul-17	Aug-17	Sep-17	Sep-17	Oct-17	Oct-17				Site establishment and foundations	Superstructure	Superstructure	Roof covering	Roof covering	Installation of windows and doors		Snagging and site clearance	Completion of a project	30-Jun-18	

CAPITAL BUDGET SUBMISSIONS: 2017/18 DRAFT BUDGET

NIE\A/	CASTI	E MI	INIICID	ALITY

					SDBIP LINK TO	CAPITAL BUDGET 2017/	18					
DEPARTMENT	PROJECT DESCRIPTION	SOURCE OF FUNDING	IDP PRIORITY	WARD/S	FUNDING SOURCE	2017/18	KEY PERFORMANCE INDICATOR (OUTPUT OR PROCESS)	ANNUAL TARGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
CORPORATE SEVICES	FURNITURE & EQUIPMENT	INTERNAL FUNDS			INTERNAL FUNDING		Procurement of furniture and equipment for the organisation		Memo to department and specification to SCM and expenditure	Memo to department and specification to SCM and expenditure	specification to SCM and	Memo to department and specification to SCM and expenditure
CORPORATE SEVICES	PA SYSTEM	INTERNAL FUNDS			INTERNAL FUNDING		Procurement and installation of confrence delegate system	Procurement and installation of conference delegate system by April 2018	Bid-Evaluation committee	Site Establishment	Construction commence dat e	Project completion
CORPORATE SEVICES						3,700,000.00						

		PROJE	CT IMPLE	MENTATIO	N PLAN :2017	/2018 FIN	ANCIAL	YEAR						
			ACTION	I PLAN & PE	RFORMANCI	REPORT	ΓING							
PROJECT NAME :		Procu		urniture and e	quipment			DEPARTMENT			:Administration	<u> </u>		
VOTE/PROJECT NO.				106115201				MANAGER	Director	: Administra	ation			
COST OF PROJECT(AS APPROVED)			R 1	1,000,000			WARD LO	CALITY						
PROJECT OBJECTIVE :														
PERFORMANCE TARGET:														
				ACT	ION PLAN									
				1										
								TIMI	E FRAM	E				
KEY ACTIVITIES	SOURCE OF EVIDENCE	COST	JULY	AUGUST	SEP	ост	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE
Request departments for furniture and equipment needs	Memo and emails		x			x			x			x		
Send specification to SCM	Report			х			x			x			х	
Delivery of furniture	Report			х			х			х			х	
Expenditure	Invoices				250,000			250,000			250,000			250,000
TOTAL		0	0	0	250,000	0	0	250,000	0	0	250,000	0	0	250,000
		1		RE	PORTING									
				1st Quarte	er		2nd Qu	arter		3rd Quar	rter		4th Qua	rter
ACTUAL (non financial)			1 -											
Actual (financial) Reason for Variance			0											
No. of Jobs Created														
No. of Persons Trained														
				CC	MMENTS									

CADITAL BLIDGET 2017/19	MICH LEVEL	DROIECT IMADIEM	CNITATION DI AN

_												APITAL BUD	GET 2017/18 -	HIGH LEVEL	L PROJECT IIV	PLEIVIENTA	HON PLAN													
																			INSERT D	ATES										
C	AP REFERENCE O.	DEPARTMENT	FUNDING SOURCE	VOTE NUMBER	VOTE DESCRIPTION	15/16 TOTAL BUDGET (Draft)	Consultant Appointed (to start with design)	EIA Scoping Report & Detail Design Approved Report/ design	Bid Specification Committee	Advertised	Tender Closing Date	Bid Evaluation Committee	Bid Adjudication Committee Minutes of SAC	Contractual Obligation	Project Inception / Site Establishment	Construction Commence Date Signed SLA	Month 1 Site Meeting / PSC meeting	Month 2 Site Meeting / PSC meeting	Month 3 Site Meeting / PSC meeting	Month 4 Site Meeting / PSC meeting	Month 5 Site Meeting / PSC meeting Minutes / Monthly	Month 6 Site Meeting / PSC meeting	Month 7 Site Meeting / PSC meeting	Month 8 Site Meeting / PSC meeting	Month 9 Site Meeting / PSC meeting Minutes / Monthly	Month 10 Site Meeting / PSC meeting		Month 12 Site Meeting / PSC meeting	Project Completion Date	Project Duration (Number of Months for construction)
	PRI	OPOSED SOURCE OF EVIDE	ENCE (Examples of S	ource of evidence is specified for Audit purposare	es. Departments may review this based on specific project	needs)	appointment	/invoices	Annates of asc	Abtert	Advert	Minutes of BEC	NUMBERS OF BALL	oppointment	meeting/ approved Invoke	Signed SLA	progress reports/If expenditure incurred - signed Invoices	progress reports/if expenditure incurred - signed Invoices			progress reports/lf expenditure incurred - signed Invoices			Monthly progress reports/If expenditure incurred - signed Invoices	progress reports/If expenditure incurred - signed Invoices	Monthly progress reports/If expenditure incurred - signed Invoices	progress reports/lf expenditure incurred - signed Invoices	Monthly progress reports/lif expenditure incurred - signed Invoices	completion cerfticate by authorised and/or competent person	
c	38P PIP1	Corporate Services	INTERNAL FUNDING	70106015021	. Furniture & Equipment	1,000,000.00					Individual Project in	aplementation plan																		
٥	08P PIP2	Corporate Services	INTERNAL FUNDING	70106011051	. PA SYSTEM	2,700,000.00	N/A	N/A	31-Jul	1-Aus-17	31-Aug-17	1-510	0:17	Oct-17	Nov-17	11/31/2017	Jan-18	feb-18	Mar-18	1-far-18									4/31/2017	5 months

CAPITAL BUDGET SUBMISSIONS: 2017/18 DRAFT BUDGET

EWCASTLE MUNICIPALITY

)BIP LINK TO CAPITAL BUDGET 20												
DEPARTMENT	PROJECT DESCRIPTION	SOURCE OF FUNDING	IDP PRIORITY	WARD/S	FUNDING SOURCE	2017/18	KEY PERFORMANCE INDICATOR (OUTPUT OR PROCESS)	ANNUAL TARGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
CORPORATE SEVICES	FURNITURE & EQUIPMENT	INTERNAL FUNDS			INTERNAL FUNDING	1,000,000.00						
CORPORATE SEVICES	PA SYSTEM	INTERNAL FUNDS			INTERNAL FUNDING	2,700,000.00						
CORPORATE SEVICES						3,700,000.00						
DEVELOPMENT PLANNING AND HUMAN	N SE JBC to Osizweni Secondary Link Road Phase 2 House relocations	NDPG	Improved access to basic service of	18	NATIONAL GRANT	1,000,000.00	Houses relocated and built at identified sites	Houses relocated and built at identified sites	appointment of contractor and commencement of house constrction	hand-over of new houses and demolition of existing houses	n/a	n/a
DEVELOPMENT PLANNING AND HUMAN	N SE Madadeni Secondary Link Road	NDPG	Improved access to basic service of	24/16/	NATIONAL GRANT	29,124,702.00	Walkways, road upgrades and streetlights	Walkways, road upgrades done and streetlights installed	construction and construction supervision	construction and construction supervision	project closeout	n/a
DEVELOPMENT PLANNING AND HUMAN	N SE JBC to Osizweni Secondary Link Road Phase 2	NDPG		17/18	NATIONAL GRANT	15,000,000.00	Walkways, road upgrades and streetlights		Project Designs, procurement and appointment of contractor	construction and construction supervision	construction and construction supervision	construction and construction supervision and project closeout
DEVELOPMENT PLANNING AND HUMAN	N SE JBC Urban Hub Informal Trading Stalls	NDPG		16	NATIONAL GRANT	4,875,298.00	Informal trading stalls	Informal trading stalls constructed	Project Designs and tender documentation	procurement and appointment of contractor	construction and construction supervision	construction and construction supervision and project closeout
DEVELOPMENT PLANNING AND HUMAN	N SE Ingogo Fresh Produce Market	COGTA		1	INTERNAL FUNDING	145,404.89	Completion of Building	Completion of building	Payment of Retention			
DEVELOPMENT PLANNING AND HUMAN	N SE Building of New Infrastructure (AIRPORT/TECHNO HU)	TREASURY		34	PROVINCIAL GRANT	6,400,000.00	Completion of Airport Technohub Building	Completion of building	Continue construction	continue construction	Building to be completed	
DEVELOPMENT PLANNING AND HUMAN	N SE Furnisher & Equipment	LEVEL 2 ACCREDITATION			PROVINCIAL GRANT	250,000.00	1					
DEVELOPMENT PLANNING AND HUMA	IN SETTLEMENTS					56,795,404.89						

		PR	OJECT IMP	LEMENTATIO	ON PLAN :201	7/2018 FINA	NCIAL YE	AR							
			ACTIO	ON PLAN & F	PERFORMAN	CE REPORTI	NG								
	T	Line													
PROJECT NAME :		JBC to Osizweni relocations	Secondary Li	nk Road Phase	e 2 House	RESPONS	IBLE DEPA	ARTMENT	DPHS/TE	CHNICAL S	ERVICES				
/OTE/PROJECT NO.						RESPO	ISIBLE MA	NAGER	G. Phiri/V	. Mboyana					
COST OF PROJECT(AS APPROVED)		R 1,000,000				WA	RD LOCALI	ITY	18						
PROJECT OBJECTIVE :		To relocate exist	ting family hou	uses from withi	in the road rese	rve and build t	hem at ider	ntified sites in	order to fa	cilitate cor	nstruction of JE	BC to Osizweni	Link Road I	Phase 2	
PERFORMANCE TARGET:		Relocate houses	and build the	m at identified	sites										
				AC	TION PLA	N				1					
															-
								TIME FR							
KEY ACTIVITIES	SOURCE OF EVIDENCE Procurement docs,	COST	JULY	AUGUST	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	
Procurement and appoitment of Contractor	correspondence and appointment letter	300,000			300,000										300
Building of new family houses and hand over	progress reports	500,000				500,000									
Demolition of existing houses and site clearing	progress reports and photos	200,000				200,000									
Project closure	report														
TOTAL		1,000,000	0	0	300,000	700,000	0	(0	,	0				1,
_															
				R	EPORTING										
				1st Quarter		2	nd Quarter			3rd Quai	rter		4th Quarte	r	
ACTUAL (non financial)															
Actual (financial)			0												

Reason for Variance								
No. of Jobs Created								
No. of Persons Trained								
		C	COMMENTS					

		PR	OJECT IMPI	LEMENTAT	ON PLAN :20	17/2018 F	INANCIAL	YEAR						
			ACTIO	ON PLAN &	PERFORMAN	ICE REPO	RTING							
									I					
PROJECT NAME :		N	ladadeni Seco	ondary Link R	oad	RESPO	NSIBLE DE	PARTMENT	DPHS/TE	ECHNICAL S	SERVICES			
OTE/PROJECT NO.						RESI	PONSIBLE I	MANAGER	G. Phiri/	V. Mboyana				
COST OF PROJECT(AS APPROVED)			P 20	124,702		,	WARD LOC	AL ITV	16: 10: 2	1; 24; 28; 2	7			
ROJECT OBJECTIVE :		To create sa			ovement and ve			nt as well as imp						
PERFORMANCE TARGET:		Walkways, re	oad upgrades	and streetligl	nts									
				Δ	CTION PLA	\N								
				Α.	JIION I LA	114								
								TIME I	RAME					
KEY ACTIVITIES	SOURCE OF EVIDENCE	COST	JULY	AUGUST	SEP	ост	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE
ception: (Stage 1)														
ppographic Survey														
pecialist Services(survey, geotech, nvironmental assessment)														
Concept viability : Stage 2 - (Preliminary Design)														
Design Development : Stage 3 -(Detailed Design)														
ender Document compilation : Stage 4.1														
Procurement - Stage 4.2 Construction and construction supervision continues from 2016/17	reports/minutes/project communication	29,124,702	5091808	5,091,808	6,848,808	6,848,808	4,363,270	880,199						
Project closeout	reports	29,124,702	3031000	3,031,000	0,040,000	0,040,000	4,505,270	000,133						
OTAL		29,124,702	5,091,808	5,091,808	6,848,808	6,848,808	4,363,270	880,199						
	I	1			REPORTING	;			l			1		
				1st Quarter			2nd Quar	ter		3rd Qua	rter		4th Qua	irter
ACTUAL (non financial)														
Actual (financial)			0											
Reason for Variance														
No. of Jobs Created														

No. of Persons Trained															
COMMENTS															
COMMENTS															
					_										

2655905,33

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		PR	OJECT IMPLE	EMENTATIO	N PLAN :201	7/2018 FIN	NANCIAL	YEAR							
			ACTION	N PLAN & P	PERFORMANO	CE REPOR	RTING								
PROJECT NAME :		JBC to Os	sizweni Seconda	ary Link Road	I Phase 2	RESPO	ONSIBLE D	EPARTMENT	DPHS/TECHNIC	AL SERVICES					
VOTE/PROJECT NO.						RES	PONSIBLE	MANAGER	G. Phiri/V. Mboy	rana					
COST OF PROJECT(AS APPROVED)			R 15,000	0,000			WARD LO	CALITY	18						
PROJECT OBJECTIVE :		To create safe sp	aces for pedest	rian moveme	ent and vehicula	r traffic mo	vement as	well as improve	public lighting						_
PERFORMANCE TARGET:		Walkways, road	upgrades and st	reetlights											
		1		AC	TION PLAI	N							,		
															-
									TIME FRAME						
KEY ACTIVITIES	SOURCE OF EVIDENCE	COST	JULY	AUGUST	SEP	ОСТ	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	Total
Inception: (Stage 1)	minutes/reports														
Topographic Survey	reports														4
Concept viability : Stage 2 - (Preliminary Design)	concepts/preliminary designs														4
Design Development : Stage 3 -(Detailed Design)	design														
Bid Specifications to BSC	reports/minutes	1,890,000	1,890,000												1,890,000
Bid advert	advert documentation														
BEC	reports/minutes														
BAC	reports/minutes														
Award to contractor	provisional/appointment letter														
Construction and construction supervision	reports/minutes/project communication	13,110,000						2035000	2,535,000	3,035,000	3,935,000	1,035,000	535,000		13,110,000
Project closure	report														
TOTAL		15,000,000	1,890,000	0	0	0 0	0	2,035,000	2,535,000	3,035,000	3,935,000	1,035,000	535,000		15,000,000
				R	EPORTING										
				1st Quarter			2nd Qu	arter		3rd Quarter			4th Quarter		
ACTUAL (non financial)				1											4
Actual (financial) Reason for Variance			0												ł
Reason for variance															ł
No. of Jobs Created															1
No. of Persons Trained															1
TO ST STORIG TRAINED															1
		1			OMMENTO	1	1								i
				C	OMMENTS										1
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NOTERNOLECTIAN PROVIDED STATES ST															
NECULT MANE: **ROLLET MANE: **PROJECT MANE:			PROJEC	CT IMPLE	MENTATION	I PLAN :2017	2018 FINA	NCIAL '	YEAR						
PROJECT NAME															
REPORTING RAPTS.TSB RESPONSIBLE MANAGER G. Phirt P. Nicolify Milospina Construction of Informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative proper informative															
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PRESERVANCE TARGET: Construction of Informatic trading setals Construction Informatic trading setals Construction Informatic trading setals Construction Con	VOTE/PROJECT NO.						RESF	ONSIBLE	MANAGER	G. Phiri/B. N	lkosi/V. Mbo	oyana			
Construction Continuent C	COST OF PROJECT(AS APPROVED)			R 4	4,875,298		١	VARD LO	CALITY	16					
ACTION PLAN	PROJECT OBJECTIVE :		To provide a	a proper inf	ormal trading	environment fo	r informal t	raders							
New Part	PERFORMANCE TARGET:		Constructio	n of inform	al trading stall	ls									
New York Supplementation															
NEY ACTIVITIES SOURCE OF EVIDENCE COST JULY AUGUST SEP OCT NOV DEC JAN FEB MAR APRIL MAY JUNE Incention. (Stage 1) Incention. (Stage 1) Incention. (Stage 1) Incention. (Stage 1) Incention. (Stage 2) (Pretiminary designs Incention. (Stage 2) (Pretiminary designs Incention. (Stage 2) (Pretiminary designs Incention. (Stage 3) (Detailed Incention. (S					ACT	ION PLAN		ı	1						
NEY ACTIVITIES SOURCE OF EVIDENCE COST JULY AUGUST SEP OCT NOV DEC JAN FEB MAR APRIL MAY JUNE Incession. (State 1) Incultability of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the processor of the proces															
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NEY ACTIVITIES SOURCE OF EVIDENCE COST JULY AUGUST SEP OCT NOV DEC JAN FEB MAR APRIL MAY JUNE Inception, (Stage 1) Immunicative ports Sep									TIME	EDAME					
Inception: (Stage 1)															
		SOURCE OF EVIDENCE	COST	JULY	AUGUST	SEP	ОСТ	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE
Construction Construction supervision Construction and construction supervision Construction and construction supervision Construction Construct			1												
Design Concepts/preliminary designs		reports													
Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design Design D	Concept viability : Stage 2 - (Preliminary Design)	concepts/preliminary designs													
Tender documentation Properties Proper	Design Development : Stage 3 -(Detailed														
Bid specification to BSC Reports/minutes 614,288	Design)	design	1												
Bid specification to BSC Reports/minutes 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288 614,288	Tender documentation	reports/Tender documentation													
Recommendation Reports/minutes Recommendation Rec			614,288				614,288								
Recommendation Reports/minutes Recommendation Rec	Bid advert	advert documentation													
Award to contractor provisional/appointment letter 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,81,011 4,		reports/minutes													
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Construction and construction supervision reports/minutes/project communication 4,261,011															
Closure report			4 261 011					0		913 651	1 200 000	1 028 000	710 738	408 622	
TOTAL 4,875,298 0 0 0 0 614,288 0 913,651 1,200,000 1,028,000 710,738 408,622			7,201,011					0		010,001	.,200,000	1,020,000	710,700	400,022	
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ACTUAL (non financial) Actual (financial) Reason for Variance No. of Jobs Created No. of Jobs Created					RE	PORTING									
ACTUAL (non financial) Actual (financial) Reason for Variance No. of Jobs Created No. of Jobs Created					1st Quarte	er		2nd Qu	arter		3rd Quarte	er		4th Quarter	
Actual (financial) 0															
Reason for Variance															
No. of Jobs Created				0											
	Reason for Variance														
No. (Down Trive)	No. of Jobs Created														
	No. of Persons Trained														

				СО	MMENTS									

CAPITAL BUDGET 2017	7/18 - HIGH LEVEL PROJECT IMPLEMENTATION PLAN

											APITAL BUD	GE1 2017/18 -	HIGH LEVEL	PROJECT IIVI	PLEIVIEIVIA	TION PLAN													
																		INSERT D	ATES										
CAP REFEREN		FUNDING SOURCE	VOTE NUMBER	VOTE DESCRIPTION	15/16 TOTAL BUDGET (Draft)	Consultant Appointed (to start with design)	EIA Scoping Report & Detail Design Approved	Committee	Advertised	Tender Closing Date	Committee	Bid Adjudication Committee	Contractual Obligation	Project Inception / Site Establishment	Commence Date	meeting	meeting	Month 3 Site Meeting / PSC meeting	Meeting / PSC meeting	Month 5 Site Meeting / PSC meeting	Month 6 Site Meeting / PSC meeting	Month 7 Site Meeting / PSC meeting	Month 8 Site Meeting / PSC meeting	Month 9 Site Meeting / PSC meeting	Month 10 Site Meeting / PSC meeting	Meeting / PSC meeting	meeting	Completion Date	Project Duration (Number of Months for construction)
	ROPOSED SOURCE OF EVID	ENCE (Examples of:	ource of evidence is specified for Audit purpo	ses. Departments may review this based on specific project	needs)	Letter of appointment	Report/ design /invoices	Minutes of BSC	Advert	Advert	Minutes of SEC	Minutes of BAC	Letter of appaintment	Minutes of meeting/ approved Invoice	Signed SLA	Minutes / Monthly progress reports/If expenditure incurred - signed Invoices	Minutes / Monthly progress reports/If expenditure incurred - signed Invoices	Monthly progress reports/if expenditure	Minutes / Monthly progress reports/If expenditure incurred - signed Invoices	Minutes / Monthly progress reports/lf expenditure incurred - signed Invoices	Minutes / Monthly progress reports/lif expenditure incurred - signed Invoices	Minutes / Monthly progress reports/If expenditure incurred - signed Invoices	Minutes / Monthly progress reports/lif expenditure incurred - signed Invoices	Minutes / Monthly progress reports/If expenditure incurred - signed Invoices	Minutes / Monthly progress reports/If expenditure incurred - signed Invoices	Minutes / Monthly progress reports/lf expenditure incurred - signed Invoices	Minutes / Monthly progress reports/lif expenditure incurred - signed invoices	Project completion cerfticate by outhorised and/or competent person	
4	Economic Development	Internal	70121039551	Ingogo Fresh Produce Market	R145 000.00	Yes	Yes	Continuation of existing project	Continuation of existing project	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Completion Certificate for Phase 1 already issued	Retention period now
4	Economic Development	Provincial Grant	70121039751	Building of new Infra-Structure Airport	R6 400.000.00	Yes	Yes	Continuation of existing project	Continuation of existing project	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Mar-18	9 Months

CAPITAL BUDGET SUBMISSIONS: 2017/18 DRAFT BUDGET	

	UNICIP	

	CAPITAL BUDGET SC	BIVIISSIONS: 2017/18 DRAFT BUDGET											
						NEWCASTL	E MUNICIPALITY						
						SDBIP LINK TO CA	APITAL BUDGET 2017/18						
								KEY PERFORMANCE INDICATOR (OUTPUT OR					
CAP REF NO.	DEPARTMENT	PROJECT DESCRIPTION	SOURCE OF FUNDING	IDP PRIORITY	WARD/S	FUNDING SOURCE	2017/18	PROCESS)	ANNUAL TARGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
			Intergrated National Electrification					Percentage of households with access to a					
ELECPIP1	TECHNICAL SERVICES: ELECTRICAL	SIYAHLALA LA ELECTRIFICATION	(Municipal)			NATIONAL GRANT	9.000.000.00		500 connections	Site establishment	Construction commencement	Construction commencement	500 connections
							,,,,,,						
	TECHNICAL SERVICES: ELECTRICAL						9,000,000.00						

	NEWCASTE MUNICIPALITY																											
	CAPITAL BUDGET 2017/18 - NIGH LEVEL PROJECT IMPLEMENTATION PLAN																											
	MSERT DATES																											
					Consultant Appointed (1 start with deci	EIA Scoping Report & Detail Design Approved	t Bid Specification Committee	Advertised	Tender Closing Date	Bid Evaluation Committee	Bid Adjudication Committee	Contractual Obligation	Project Inception / Site Sctablishment	Construction Commerce Date	Month 1 Site Meeting / PSC meeting	Month 2 Site Meeting / PSC meeting	Month 1 Site Meeting / PSC meeting	Month 4 Site Meeting / PSC meeting	Month 5 Site Meeting / PSC meeting	Month 6 Site Meeting / PSC meeting	Month 7 Site Meeting / PSC meeting	Month 8 Site Meeting / PSC meeting	Mosth 9 Sto Meeting / PSC meeting	Month 10 Site Meeting / PSI meeting	Month 11 Ste Meeting / PSC meeting	Month 12 Site Meeting / PSC meeting	Project Completion Date	
CAP REFEREN		FUNDING SOURCE	VOTE NUMBER VOTE DES	IS/16 TO BUDGET I	(AL																							Project Duration (Number of Months for construction)
			Source of evidence is specified for Audit purposes. Deports		Letter of appointmen	Report/design /involves	Minutes of BSC	Advert	Advert	Minutes of MC	Minutes of BAC	letter of appointment	Minutes of meeting/ approved levoice	Signed SLA	Minutes / Monthly progress reports/of expenditure incurred - signed levoices	Minutes / Monthly progress reports/if expenditure incurred - signed invoices	Minutes / Monthly progress reports/if expenditure incurred - signed Invoices	Minutes / Monthly progress reports/if expenditure incurred - signed invokes	Minutes / Marchly progress reports/lf expenditure incurred signed invalues	Minutes / Monthly progress reports/ff expenditure incurred signed invoices	Minutes / Monthly progress reports/if expenditure incurred - signed invalues	Minute / Monthly progress reports of expenditure incurred - signed tovolors		Minute: /Monthly progress reports of expenditure incurred - signed invalues	Minutes / Monthly progress reports / ff expenditure incurred - signed tovolars	Minutes / Marchly progress reports/if expenditure incurred - signed invoices	Project completion conflicted by outbaried and/or competent person	
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PROJECT IMPLEMENTATION PLAN :2017/2018 FINANCIAL YEAR ACTION PLAN & PERFORMANCE REPORTING PROJECT NAME : Siyahlala la Electrification RESPONSIBLE DEPARTMENT Electrical VOTE/PROJECT NO. 70602011251 RESPONSIBLE MANAGER Sipho Sibeko COST OF PROJECT(AS APPROVED) R 9,000,000 WARD LOCALITY 25 PROJECT OBJECTIVE: **Electrical House Connections** PERFORMANCE TARGET: Electrification of 500 households **ACTION PLAN** TIME FRAME KEY ACTIVITIES SOURCE OF EVIDENCE COST JULY AUGUST SEP ОСТ NOV DEC JAN FEB MAR APRIL MAY JUNE 9,000,000 720,000 1,500,000 780,000 1,500,000 ###### 1,000,000 1,200,000 800,000 TOTAL 9,000,000 720,000 1,500,000 780,000 1,500,000 ###### 1,000,000 1,200,000 800,000 REPORTING 1st Quarter 2nd Quarter 3rd Quarter 4th Quarter ACTUAL (non financial) Actual (financial) 0 Reason for Variance No. of Jobs Created No. of Persons Trained COMMENTS

CAPITAL BUDGET SUBMISSIONS: 2017/18 DRAFT BUDGET		
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TORNOLA SERVICES COV. MEDIO	TECHNICAL SERVICES: CIVIL	MF55	MIG			NATIONAL GRANT	2,632,500.00	Process	construction phase	B3C and advertisment or tender	site establishment	Construction phase	30% Completion of Construction phase
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TICHNICAL SERVICES: CIVIL OCID MIG NATIONAL GRANT 2,365,00.00 Process construction phase SS. and selvertisment of funder 38 establishment Construction phase 30K completion of construction phase 30K completion of an advertisment of tender													
TICHNICAL SERVICES: CIVIL OCID MIG NATIONAL GRANT 2,365,00.00 Process construction phase SS. and selvertisment of funder 38 establishment Construction phase 30K completion of construction phase 30K completion of an advertisment of tender								30% completion of		BEC, BAC, Contractual agreement and			
TICHNICAL SERVICES: CIVIL OA03 MIG NATIONAL GRANT 2,977,500.00 Process construction phase BSC and advertisement of tender size establishment Construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase	TECHNICAL SERVICES: CIVIL	OC20	MIG			NATIONAL GRANT	2,365,000.00	Process		BSC and advertisment of tender	site establishment	Construction phase	30% completion of construction phase
TICHNICAL SERVICES: CIVIL OA03 MIG NATIONAL GRANT 2,977,500.00 Process construction phase BSC and advertisement of tender size establishment Construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase													
TICHNICAL SERVICES: CIVIL OA03 MIG NATIONAL GRANT 2,977,500.00 Process construction phase BSC and advertisement of tender size establishment Construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase 30% completion of construction phase									30% completion of		BEC, BAC, Contractual agreement and		
	TECHNICAL SERVICES: CIVIL	OA103	MIG			NATIONAL GRANT	2,927,500.00	Process	construction phase	BSC and advertisment of tender	site establishment	Construction phase	30% completion of construction phase
TICHNICAL SERVICES: CVIL 50,615,000.00	TECHNICAL SERVICES: CIVIL	OSIZWENI E AND F	MIG			NATIONAL GRANT		OUTPUT	installation of 305 toilets				installation of 305 toilets
	TECHNICAL SERVICES: CIVIL						50,615,000.00						
30% completion of BC, BAC, Contractual agreement and													
TECHNICAL SERVICES: WATER PANORAMA STORMWATER INTERNAL FUNDS INTERNAL FUNDING 2,374,000.00 Process construction phase 8SC and advertisement of tender size establishment Construction phase 30% completion of construction phase	TECHNICAL SERVICES: WATER	PANORAMA STORMWATER	INTERNAL FUNDS			INTERNAL FUNDING	2,374,000.00	Process	construction phase	BSC and advertisment of tender	site establishment	Construction phase	30% completion of construction phase

NEWCASTLE MUNICIPALITY

								CAPIT	AL BUDGET	2017/18 - H	HIGH LEVEL PR	OJECT IMPLE	MENTATION	N PLAN		INSERT DATE	EC											
					Consultant	EIA Scoping Report	Bid Specification	Advertised	Tender Closing	Bid Evaluation	Bid Adjudication	Contractual	Project Inception /	Construction	Month 1 Site	Month 2 Site	Month 3 Site	Month 4 Site	Month 5 Site	Month 6 Site	Month 7 Site	Month 8 Site	Month 9 Site	Month 10 Site	Month 11 Site	Month 12 Site	Project	
					Appointed (to start with design)	& Detail Design Approved	Committee		Date	Committee	Committee	Obligation	Site Establishment	Commence Date	Month 1 Site Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Month 4 Site Meeting / PSC meeting	Month 5 Site Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Month 10 Site Meeting / PSC meeting	Month 11 Site Meeting / PSC meeting	Meeting / PSC meeting	Completion Date	Project Duration (Number of Months for
AP REFEREN 40.	CE DEPARTMENT FUNDING SOURCE	VOTE NUMBER	VOTE DESCRIPTION	15/16 TOTAL BUDGET (Draft)																								Months for construction
					Letter of appointment	Report/ design /invoices	Minutes of BSC	Advert	Advert	Minutes of 8EC	Minutes of BAC	Letter of appointment	Minutes of meeting/ approved Invoice	Signed SLA	Minutes / Monthly progress reports/If expenditure	Minutes / Monthly progress reports/I)	Minutes / Monthly progress	Minutes / Monthly progress	Minutes / Monthly progress reports/If	Minutes / Monthly progress	Minutes / Monthly progress reports/lf	Minutes / Monthly progress	Minutes / Monthly progress reports/l)	Minutes / f Monthly progress	Minutes / Monthly progress reports/ly	Minutes / Monthly progress reports/lf expenditure incurred - signed Invoices	Project completion cerfticate by authorised and/or competent person	
	PROPOSED SOURCE OF EVIDENCE (Examples of	Source of evidence is specified for Audit purp	poses. Departments may review this based on specific projec	ct needs)									,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		expenditure incurred - signed Invoices	progress reports/l) expenditure incurred - signed Invoices	f Monthly progress reports/If expenditure incurred - signed Invoices	reports/lf expenditure incurred - signed Invoices	expenditure incurred - signed Invaices	reports/If expenditure incurred - signed Invoices	reports/lf expenditure incurred - signed invoices	reports/lf expenditure incurred - signed Invoices	expenditure incurred - signed Invoices	f Monthly progress reports/lf expenditure incurred - signed Invoices	expenditure incurred - signed invoices	reports/lf expenditure	authorised and/or	
																	Anvoices	Invoices		Involces	Involces	Involces		Involces		incurred - signed Invoices	competent person	
	TECHNICAL SERVICES:																											
CIVPIP1	CIVIL INTERNAL FUNDS		RESEALING OF ROADS - NEWCASTLE WEST	6,000,000.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	1-Aug-17	15-Aug-17	1-Sep-17	1-Oct-17	1-Nov-17	1-Dec-17	3-lan-18	3-Feb-18	1-Mar-18	1-Apr-18	1-May-18	30-Jun-18			30-Jun-18	11
	TECHNICAL SERVICES:																											
CIVPIP2	CIVIL INTERNAL FUNDS		RESEALING OF ROADS - MADADENI	2.000.000.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	1-Oct-17	15-Oct-17	30-Nov-17	15-Dec-17	31-lan-18	28-feb-18									28-Feb-18	5
	TECHNICAL SERVICES:																											
Linnes	LINE INIDINAL PUNIO		RESEALING OF ROADS - OSIZWENI	7,000,000,00	N/A	574	774	104	n/e	Bra	To a	N/A	1-08-17	13-08-17	30-100-17	15046-17	31-007-10	28-790-18									26-790-16	-
CNPIP4	TECHNICAL SERVICES: CIVIL INTERNAL FUNDS		RESEALING OF ROADS - KILBARCHAN	1,000,000.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	15-Feb-18	28-Feb-18	30-Mar-18	31 April 2018	31-May-18	30-Jun-18									30-Jun-18	5
CIVPIP5	TECHNICAL SERVICES: CIVIL INTERNAL FUNDS		RESEALING OF ROADS - CHARLESTOWN	1.000.000.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	15-Feb-18	28-Feb-18	30-Mar-18	31 April 2018	31-May-18	30-Jun-18									30-Jun-18	5
	TECHNICAL SERVICES:																											
CNPIP6	CWL MG		MF55	2,632,500.00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18					30-Aug-18	8
	TECHNICAL SERVICES:																											
CIVPIP7	CVIL MIG		MD35	2,825,000.00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr-18	Miry-18	Jun-18	Jul-18	Aug-18					30-Aug-18	
	TECHNICAL SERVICES:																											
CNPIPE	CWL MIG		MD30	1.175.000.00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr-18	Mry-18	Jun-18	Jul-18	Aug-18					30-Aust-18	8
CIVPIPS	TECHNICAL SERVICES:				30-Jun-17		17-Aug-17	5-Sep-17		12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17														
CWY	Cres. Miles		MELL (M)	4,815,000.00	30-31n-17	28-301-17	17-908-17	5-04(P-17	22-Sep-17	12-08-17	2-809-17	17-809-17	20-909-17	21-800-17	1411-15	Feb-18	Mar-10	Apr-18	May-18	JIN-18							30-Jun-17	
CWPIP10	TECHNICAL SERVICES: CIVIL MIG		ME11 (B)	2.935.000.00	30-Jun-17	28-Jul-17	17-Aust-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aus-18					30-Aust-18	8
CVPIP11	TECHNICAL SERVICES: CVIL MIG		0541	2,690,000.00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18					30-Aug-18	8
	TECHNICAL SERVICES:																											
CNPIP12	CIVIL MIG	-	DASS (A)	4,367,500.00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	feb-18	Mar-18	Apr-18	May-18	Jun-18							30-Jun-17	6
	TECHNICAL SERVICES:																											
CWPIP13	CML MG		DASS (III)	2 882 500 00	30-Jun-17	28-Jul-17	17-Aus-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr-18	Mey-18	Jun-18	Jul-18	Aug-18					30-Aust-18	8
CIVEIR14	TECHNICAL SERVICES:				20	20.112			*********			17-Nov-17																
UNPIP14	Livit. MiG		ocal	2,365,000.00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18					30-Aug-18	8
CIVPIP15	TECHNICAL SERVICES: MIG		OA103	2.927.500.00	30-Jun-17	28-Jul-17	17-Aust-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	10-18	feb.18	Mar.18	Apr.18	May 18	Jun-18	36.18	Aug. 18					30-Aun-18	*
				237,50000	Joseph J. Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Committee Commit	2000-27	17700-17		22-380-27	110001	2300-27	17-104-17	10.00-17	22300-27				7		7,071							av-ma-18	
CVPIP16	TECHNICAL SERVICES: CIVIL INTERNAL FUNDS		PANORAMA STORMWATER	2,374,000.00										9-May-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17							9-Nov-17	6
		L																										

CAPITAL BUDGET SUBMISSIONS: 2017/18 DRAFT BUDGET

NEWCASTLE MUNICIPALITY

SDBIP	LINK	то	CAPITAL	BUDGET	2017/18

					3DBIF LINK IC	CAPITAL BUDGET 2017/1	8					
DEPARTMENT	PROJECT DESCRIPTION	SOURCE OF FUNDING	IDP PRIORITY	WARD/S	FUNDING SOURCE	2017/18	KEY PERFORMANCE INDICATOR (OUTPUT OR PROCESS)	ANNUAL TARGET	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
TECHNICAL SERVICES: WATER	MADADENI WWTP	MIG			NATIONAL GRANT	20,000,000.00	Process	60% construction of the Madadeni WWTW		35% construction of the Madadeni - WWTW	40% construction of the Madadeni WWTW	60% construction of the Madadeni WWTW
TECHNICAL SERVICES: WATER	UPGRADE OF NGAGANE WWTW PHASE1	MIG			NATIONAL GRANT	15,000,000.00	Process	40% OF THE TOTAL REFURBISHMENT AND UPGRADE		- 20% Construction Progress	30% Construction Progress	40% OF THE TOTAL REFURBISHMENT AND UPGRADE
TECHNICAL SERVICES: WATER	BASIC SANITATION SERVICES NORMANDIEN	MIG			NATIONAL GRANT	700,000.00	ОИТРИТ	INSTALLATION OF 50 VIPS	10 VIP Toilets Installed	25 VIP Toilets Installed	35 VIP Toilets Installed	INSTALLATION OF 50 VIPS COMPLETED
TECHNICAL SERVICES: WATER	BASIC SANITATION SERVICES INGOGO	MIG			NATIONAL GRANT	700,000.00	ОИТРИТ	INSTALLATION OF 50 VIPS	10 VIP Toilets Installed	25 VIP Toilets Installed	35 VIP Toilets Installed	INSTALLATION OF 50 VIPS COMPLETED
TECHNICAL SERVICES: WATER	BASIC SANITATION SERVICES CHARLESTOWN	MIG			NATIONAL GRANT	700,000.00	ОИТРИТ	INSTALLATION OF 50 VIPS		25 VIP Toilets Installed	35 VIP Toilets Installed	INSTALLATION OF 50 VIPS COMPLETED
								100% Construction of bulk water pipe line for the Blaauwbosch Housing Project		- 25% CONSTRUCTION PROGRESS	50% CONSTRUCTION PROGRESS	100% Construction of bulk water pipe line for the Blaauwbosch Housing Project
TECHNICAL SERVICES: WATER TECHNICAL SERVICES: WATER	BLAAUWBOSCH BULK WATER PROJECT PIPE REPLACEMENT AND UPGRADE PROJECT	MIG			NATIONAL GRANT	15,000,000.00 7,489,000.00	OUTPUT	100% Construction of pipes replaced in the newcastle area	Advertisement	Contractual Obligations	50% CONSTRUCTION PROGRESS	100% Construction Completed
TECHNICAL SERVICES: WATER	NGAGANE BULK WATER SUPPLY PROJECT	MIG			NATIONAL GRANT	10,000,000.00	ОПТРИТ	Finalisation of design and documentation for contractors	Auvertisement	- Feasibility and Methodology Study	Complilation of Tender Document &	Finalisation of design and documentation for contractors
TECHNICAL SERVICES: WATER	WCDM OSIZWENI	MWiG			NATIONAL GRANT	10,000,000.00	OUTPUT	100% of pipelines repaired and water meter replacement	Advertisement	Contractual Obligations	50% CONSTRUCTION PROGRESS	100% Construction Completed
TECHNICAL SERVICES: WATER	NEWCASTLE EAST WATER SUPPLY EXTENSION	MWIG			NATIONAL GRANT	35,000,000.00	ОИТРИТ	installation of piped water for 480 households	50 Households' pipeline Installed	100 HH's pipeline Installed	300 Households' pipeline Installed	installation of piped water for 480 households

NEWCASTLE MUNICIPALITY

CAPITAL BUDGET 2017/18 - HIGH LEVEL PROJECT IMPLEMENTATION PLAN

												CAPITA	L BUDGET 20)1//18 - HIG	H LEVEL PRO	JECT IMPLE	MENTATION	INSERT DA	TEC								
				Consultant	EIA Scoping Report	Bid Specification	Advertised	Tender Closing	Bid Evaluation	Bid Adjudication	Contractual	Project Inception /	Construction	Month 1 Site	Month 2 Site	Month 3 Site	Month 4 Site	Month 5 Site	Month 6 Site	Month 7 Site	Month 8 Site	Month 9 Site	Month 10 Site	Month 11 Site	Month 12 Site	Project	
				Appointed (to start with design)	t & Detail Design Approved	Committee		Date	Committee	Commitee	Obligation	Site Establishment	Commence Date	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Meeting / PSC meeting	Completion Date	Project Duration
CAP REFERENCE			APPROVED																								(Number of Months for
NO.	DEPARTMENT	VOTE DESCRIPTION	BUDGET	Letter of	Report/ design	Minutes of BSC	Advert	Advert	Minutes of BEC	Minutes of BAC	Letter of	Minutes of	Signed SLA	Minutes /	Minutes / Monthly	Minutes /	Minutes /	Minutes / Monthly	Minutes /	Minutes /	Minutes /	Minutes / Monthly	Minutes /	Minutes / Monthly	Minutes /	Project	construction)
				appointment	/invoices						appointment	meeting/approved Invoice		Monthly progress reports/If	progress reports/If expenditure	Monthly progress reports/If	Monthly progress reports/If	progress reports/If expenditure	Monthly progress reports/If	Monthly progress reports/If	Monthly progress reports/If	progress reports/I	Monthly progress reports/If	progress reports/If expenditure	Monthly progress	completion cerfticate by	
PROPOSED SOL		amples of Source of evidence is specified for Audit purpose eview this based on specific project needs)	s. Departments may											expenditure incurred - signed	incurred - signed Invoices	expenditure incurred - signed	expenditure incurred - signed	incurred - signed Invoices	expenditure incurred - signed	expenditure incurred - signed	expenditure	incurred - signed	expenditure incurred - signed	incurred - signed Invoices	reports/If expenditure	authorised and/or	
														Invoices	invoices	Invoices	Invoices	invoices	Invoices	Invoices	Invoices	invoices	Invoices	invoices	incurred - signed	competent	
	1																								Invoices	person	
WSAPIP1	TECHNICAL SERVICES: WATER	OSIZWENI E AND F	9,000,000.00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18							
						, and the second																					
	TECHNICAL SERVICES:																										
WSAPIP2	WATER	MADADENI WWTP	20,000,000.00	N/A	N/A	N/A	N/A	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18							
M/CADID2	TECHNICAL SERVICES: WATER	UPGRADE OF NGAGANE WWTW PHASE1	15,000,000.00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr. 10	May-18	Jun-18	Jul-18							
WSAPIP3	WATER	UPGRADE OF INGAGAINE WWI W PRASE1	13,000,000.00	30-Juli-17	28-JUI-17	17-Aug-17	3-3ep-17	22-3ep-17	12-001-17	Z-IVUV-17	17-1404-17	20-NOV-17	21-NUV-17	JdII-10	FEU-19	ININI-10	Apr-18	IVIdy-10	Juli-19	Jui-10							
WSAPIP4	TECHNICAL SERVICES: WATER	BASIC SANITATION SERVICES NORMANDIEN	700,000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1-Jul-17	30-Aug-17	Sep-17	Oct-17	Dec-17	Jan-18									
	TECHNICAL SERVICES:																										
WSAPIP5	WATER	BASIC SANITATION SERVICES INGOGO	700,000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1-Jul-17	30-Aug-17	Sep-17	Oct-17	Dec-17	Jan-18									
WSAPIP6	TECHNICAL SERVICES: WATER	BASIC SANITATION SERVICES CHARLESTOWN	700,000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1-Jul-17	30-Aug-17	Sep-17	Oct-17	Nov-17	Dec-17									
	TECHNICAL SERVICES:																										
WSAPIP7	WATER	BLAAUWBOSCH BULK WATER PROJECT	15,000,000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	21-Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18						
WSAPIP8	TECHNICAL SERVICES: WATER	PIPE REPLACEMENT AND UPGRADE PROJECT	7 499 000 00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22-Sep-17	12-Oct-17	2-Nov-17	17-Nov-17	20-Nov-17	21-Nov-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18							
243741110		THE STATE OF GROUP PROJECT	7,463,000.00	22 7011 27	20 701 17	2		22 3cp 17	22 300 27	254.27	2	22.30127	22	JU.P10		10	7-10	11.59-10	Juli 10	JUI-10							
	TECHNICAL SERVICES:																										
WSAPIP9	WATER	NGAGANE BULK WATER SUPPLY PROJECT	10,000,000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	21-Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-17							
WSAPIP10	TECHNICAL SERVICES: WATER	WCDM OSIZWENI	10,000,000,00	30-Jun-17	28-Jul-17	17-Aug-17	5-Sep-17	22 Cap 17	12.04.17	2-Nov-17	17 Nov. 17	20 Nov. 17	31 Dec 17	lon 10	Feb-18	May 10	Apr-18	May-18	Jun-18								
Wampiriu	WATER	WCOM ONZWEN	10,000,000.00	50-Jun-17	20-JUI-1/	17-AUG-17	5-5ep-17	22-3ep-1/	12-UCI-1/	Z-NUV-1/	17-NOV-17	20-1404-17	21-090-17	Jan-18	re0-18	maf-18	Apr-18	IVIdY-18	Jun-18								
	TECHNICAL CENTRES																										
WSAPIP11	TECHNICAL SERVICES: WATER	NEWCASTLE EAST WATER SUPPLY EXTENSION	35,000,000.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1-Jul-17	30-Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18							
	TECHNICAL SERVICES:																										
WSAPIP12	WATER	UPGRADE AND REFURBISHMENT OF PUMPSTATIONS	-																								

Monthly Projections of Revenue and Expenditure	e by Source 2017/18												
	2017/18 Medium												
Description	Term Revenue &												
	Expenditure	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
R thousand	Budget Year 2017/18												
Revenue By Source													
Property rates	266,182	22,182	22,182	22,182	22,182	22,182	22,182	22,182	22,182	22,182	22,182	22,182	22,182
Service charges - electricity revenue	690,521	57,543	57,543	57,543	57,543	57,543	57,543	57,543	57,543	57,543	57,543	57,543	57,543
Service charges - water revenue	151,001	12,583	12,583	12,583	12,583	12,583	12,583	12,583	12,583	12,583	12,583	12,583	12,583
Service charges - sanitation revenue	85,212	7,101	7,101	7,101	7,101	7,101	7,101	7,101	7,101	7,101	7,101	7,101	7,101
Service charges - refuse revenue	63,475	5,290	5,290	5,290	5,290	5,290	5,290	5,290	5,290	5,290	5,290	5,290	5,290
Service charges - other	-	-	_	ı	-	-	_	_	-	1	ı	ı	-
Rental of facilities and equipment	8,059	672	672	672	672	672	672	672	672	672	672	672	672
Interest earned - external investments	4,601	383	383	383	383	383	383	383	383	383	383	383	383
Interest earned - outstanding debtors	12,573	1,048	1,048	1,048	1,048	1,048	1,048	1,048	1,048	1,048	1,048	1,048	1,048
Dividends received	_	_	_	_	_	_	_	_	_	_	_	_	_
Fines, penalties and forfeits	5,203	434	434	434	434	434	434	434	434	434	434	434	434
Licences and permits	12	1	1	1	1	1	1	1	1	1	1	1	1
Agency services	-	_	_	_	_	_	_	-	_	_	_	_	_
Transfers and subsidies	345,790	28,816	28,816	28,816	28,816	28,816	28,816	28,816	28,816	28,816	28,816	28,816	28,816
Other revenue	17,735	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478
Gains on disposal of PPE		_	_	_	_	_		_	_	_	_	_	_
Total Revenue (excluding capital transfers and	1,650,366												
contributions)		137,530	137,530	137,530	137,530	137,530	137,530	137,530	137,530	137,530	137,530	137,530	137,530
		_	_	_	_	_	_	_	_		_	_	_
Expenditure By Type		_	_	-	_	_	_	_	_	-	_	_	_
Employee related costs	514,737	42,895	42,895	42,895	42,895	42,895	42,895	42,895	42,895	42,895	42,895	42,895	42,895
Remuneration of councillors	23,219	1,935	1,935	1,935	1,935	1,935	1,935	1,935	1,935	1,935	1,935	1,935	1,935
Debt impairment	101,807	8,484	8,484	8,484	8,484	8,484	8,484	8,484	8,484	8,484	8,484	8,484	8,484
Depreciation & asset impairment	247,895	20,658	20,658	20,658	20,658	20,658	20,658	20,658	20,658	20,658	20,658	20,658	20,658
Finance charges	47,135	3,928	3,928	3,928	3,928	3,928	3,928	3,928	3,928	3,928	3,928	3,928	3,928
Bulk purchases	579,385	48,282	48,282	48,282	48,282	48,282	48,282	48,282 326	48,282	48,282 326	48,282 326	48,282 326	48,282
Other materials	3,913	326 1,850	326 1,850	326 1,850	326	326 1,850	326	1,850	326 1,850	1,850	1,850	1,850	326
Contracted services Transfers and subsidies	22,203	1,850	1,850	1,850	1,850 _	1,850	1,850 _	1,850	1,850	1,850	1,850	1,850	1,850
Other expenditure	191,787	15,982	15,982	15,982	15,982	15,982	15,982	15,982	15,982	15,982	15,982	15,982	15,982
Loss on disposal of PPE	191,787	13,362	13,362	13,362	-	13,362	13,362	-	13,362	-	13,362	13,362	13,362
Total Expenditure	1,732,082	144,340		144,340		144,340	144,340	144,340	144,340	144,340	144,340	144,340	144.340
Total Experiuture	1,732,082	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	(81,716)	(6,810)	(6,810)	(6,810)	(6,810)	(6,810)	(6,810)	(6,810)	(6,810)	(6,810)	(6,810)	(6,810)	(6,810)
Transfers and subsidies - capital (monetary													
allocations) (National / Provincial and District)	229,854	19,155	19,155	19,155	19,155	19,155	19,155	19,155	19,155	19,155	19,155	19,155	19,155
Transfers and subsidies - capital (monetary													
allocations) (National / Provincial													
Departmental Agencies, Households, Non-													
profit Institutions, Private Enterprises, Public													
Corporatons, Higher Educational Institutions)	-	_	_	_	_	_		_	_	_	_	_	_
Transfers and subsidies - capital (in-kind - all)		_	_	_	_	_		_	_	_	_	_	_
Surplus/(Deficit) after capital transfers &	148,138	40045	40.045	40.045	40.045	40.045	40045	40045	40.045	40.045	40.045	40.045	40.045
contributions		12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345
Taxation	4.0.45	42.245	42.245	- 42.245	- 42.245	- 42.245	422:5	-	-	42.245	42.2:-	42.2:-	-
Surplus/(Deficit) after taxation	148,138	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345
Attributable to minorities	440.473	12 245	13.245	13.245	13.245	13.245	13.245	12.245	13.245	13.245	12 245	12 245	13.245
Surplus/(Deficit) attributable to municipality	148,138	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345
Share of surplus/ (deficit) of associate	140 420	12 245	12 245	12 245	12 245	12 245	12 245	12 245	12.245	12 245	12 245	12 245	12.245
Surplus/(Deficit) for the year	148,138	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345	12,345
Total rouseur	1 990 220												
Total revenue	1,880,220	l											

Annexure A

(to Memorandum of Agreement of Employment)

PERFORMANCE AGREEMENT

COMMENCING 01 July 2017

MADE AND ENTERED INTO BY AND BETWEEN

THE COUNCIL OF THE NEWCASTLE MUNICIPALITY

Herein represented by **Eric Makhosini Nkosi** in his duly authorised capacity as **Mayor** of the **NEWCASTLE Municipality**

AND	
 B E MSWANE	
MUNICIPAL MANAGER	

Newcastle Municipality: Draft Performance Agreement 2017/18: B E MSWANE

INTRODUCTION

- 1. (1) The Employer has entered into a contract of employment with the Employee in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The Employer and the Employee are hereinafter referred to as "the Parties".
- (2) Section 57(1)(b) of the Systems Act, read with the Memorandum of Agreement of Employment concluded between the parties, requires the parties to conclude an annual Performance Agreement. The employer must conclude a Performance Agreement within 60 days 3 of assumption of duty and renew it annually within one month of the commencement of the beginning of the financial year.
- (3) The parties will ensure that they are clear about the goals to be achieved, and secure the commitment of the Employee to a set of outcomes that will secure local government policy goals as defined in the municipal IDP.
- (4) The parties will ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act.

2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- **2.1** comply with the provisions of Section 57(1) (b),(4A),(4B) and (5) of the Systems Act as well as the Memorandum of Agreement of Employment entered into between the parties;
- **2.2** communicate to the Employee the Employer's performance expectations and accountabilities by specifying objectives and targets as defined in the IDP;
- 2.3 specify accountabilities as set out in the Performance Plan (in a format substantially compliant with Appendix "A");
- 2.4 monitor and measure performance against set targeted outputs;
- 2.5 appropriately reward the Employee in accordance with the Employer's performance management policy in the event of outstanding performance; and
- **2.7** give effect to the Employer's commitment to a performance-orientated relationship with the Employee in attaining equitable and improved service delivery.

3 COMMENCEMENT AND DURATION

3.1 This Agreement will commence on the <u>01 July 2017</u> and will remain in force in line with Employment agreement until the <u>30 September 2017</u>, where after a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof if applicable.

Newcastle Municipality: Draft Performance Agreement 2017/18: B E MSWANE

- **3.2** The parties will review the provisions of this Agreement during June each year and will conclude a new Performance Agreement (and Performance Plan and Personal Development Plan) that replaces this Agreement at least once a year but not later than one month after the commencement of the new financial year, in line with the Employment Agreement.
- **3.3** This Agreement will terminate on the termination of the Employee's contract of employment for any reason.
- **3.4** The content of this Agreement may be revised at any time during the abovementioned period to determine the applicability of the matters agreed upon.
- **3.5** If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.
- 3.6 Any significant amendments/ deviations referred to in 3.4 and 3.5 above must take cognisance of, where relevant, the requirements of sections 34 and 42 of the Systems Act, and must be done in terms of regulation 4 (5) of the Local Government: Municipal Performance Regulations for Municipal Managers and managers directly accountable to the Municipal Manager, 2006 ("the Regulations");

4 PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan (Appendix "A") sets out-
- 4.1.1 the performance objectives and targets that must be met by the Employee; and
- 4.1.2 the time frames within which those performance objectives and targets must be met.
- **4.2** The performance objectives and targets reflected in Appendix "A" are set by the Employer in consultation with the Employee and based on the Integrated Development Plan and the Budget of the Employer, and shall include key objectives; key performance indicators; target dates and weightings.
- **4.3** The key objectives describe the main tasks that need to be done. The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved. The target dates describe the timeframe in which the work must be achieved. The weightings show the relative importance of the key objectives to each other.
- **4.4** The Employee's performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the Employer's Integrated Development Plan.

5 PERFORMANCE MANAGEMENT SYSTEM

- **5.1** The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer itself, management and municipal staff of the Employer.
- **5.2** The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.
- **5.3** The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.
- **6** The Employee agrees to participate in the performance management and development system that the Employer adopts.
- **6.1** The Employee undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- **6.2** The criteria upon which the performance of the Employee shall be assessed, shall consist of two components, both of which shall be contained in the Performance Agreement.
- **6.2.1** The Employee must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Core Managerial Competencies (CMCs) respectively.
- **6.2.2** KPAs covering the main areas of work will account for 80% and CMCs will account for 20% of the final assessment.
- 6.2.3 Each area of assessment will be weighted and will contribute a specific part to the total score.
- **6.3** The Employee's assessment will be based on his/ her performance in terms of the outputs/ outcomes (performance indicators) identified as per attached Performance Plan (Appendix "A"), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee:

Key Performance Areas (KPA's)	Weighting
Basic Service Delivery	
Municipal Institutional Development and Transformation	
Local Economic Development (LED)	
Municipal Financial Viability and Management	
Good Governance and Public Participation	
Municipal Planning	
Social Development	
Total	100%

6.4 The Critical Leading Competencies (CLC) and Core Competencies requirements (CCR's) as per Annexure A of the Local Government: Competency Framework for Senior Managers will make up the other 20% of the Employee's assessment score. There is no hierarchical connotation and all competencies are essential to the role of a senior manager. All competencies must therefore be selected from the list below as agreed to between the Employer and Employee:-

CRITICAL LEADING COMPETENCIES		WEIGHT
Strategic Direction and Leadership	Impact and Influence	
	 Institutional Performance 	10%
	Management	
	 Strategic Planning and 	
	Management	
	Organisational Awareness	
People Management	Human Capital Planning and	
	Development	10%
	 Diversity Management 	
	 Employee Relations 	
	Management	
	 Negotiation and Dispute 	
	Management	
Programme and Project Management	Program and Project Planning	10~
	and Implementation	10%
	Service Delivery Management	
	Program and Project Monitoring	
F*	and Evaluation	
Financial Management	Budget Planning and Execution Figure 2 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 3 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figure 4 in Standard Residuation Figu	1.007
	Financial Strategy and Delivery Financial Reporting and	10%
	Financial Reporting and Appliesing	
	Monitoring	
Change Leadership	Change Vision and Strategy	
	Process Design and Improvement	10%
	Change Impact Monitoring and	
	Evaluation	
Governance Leadership	Policy Formulation	
_	Risk and Compliance	10%
	Management	
	Co-operative Governance	
CORE COMPETENCIES		
Moral Competence		10%
Planning and Organising		5%
Analysis and Innovation		5%
Knowledge and Information Management		5%
Communication		5%
Results and Quality Focus		10%
Total Percentage		100%

7. EVALUATING PERFORMANCE

- 7.1 The Performance Plan/scorecard (Appendix "A") to this Agreement sets out –
- 7.1.1 the standards and procedures for evaluating the Employee's performance; and
- **7.1.2** the intervals for the evaluation of the Employee's performance.

- **7.2** Despite the establishment of agreed intervals for evaluation, the Employer may in addition review the Employee's performance at any stage while the contract of employment remains in force.
- **7.3** Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan (in a format substantially compliant with Appendix "B") as well as the actions agreed to, and implementation must take place within set time frames.
- **7.4** The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.
- 7.5 The annual performance appraisal will involve:

7.5.1 Assessment of the achievement of results as outlined in the performance plan:

- (a) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA.
- **(b)** An indicative rating on the five-point scale should be provided for each KPA.
- **(c)** The applicable assessment rating calculator (refer to paragraph 7.5.3 below) must then be used to add the scores and calculate a final KPA score.

7.5.2 Assessment of the CMCs

- (a) Each CMC should be assessed according to the extent to which the specified standards have been met.
- **(b)** An indicative rating on the five-point scale should be provided for each CMC.
- **(c)** The applicable assessment rating calculator (refer to paragraph 7.5.1 above) must then be used to add the scores and calculate a final CMC score.

7.5.3 Overall rating

An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal. (Calculator available on DPLG website.)

7.6 The assessment of the performance of the Employee will be based on the following rating scale for KPA's and CMCs:

Level	Terminology	logy Description					
			1	2	3	4	5
	Outstanding	Performance far exceeds the standard expected of an					
	performance	employee at this level. The appraisal indicates that the					
5		Employee has achieved above fully effective results against					
		all performance criteria and indicators as specified in the PA					
		and Performance plan and maintained this in all areas of					
		responsibility throughout the year.					
	Performance	Performance is significantly higher than the standard					
	significantly	expected in the job. The appraisal indicates that the					
4	above	Employee has achieved above fully effective results against					
	expectations	more than half of the performance criteria and indicators					
		and fully achieved all others throughout the year.					
	Fully effective	Performance fully meets the standards expected in all areas					
		of the job. The appraisal indicates that the Employee has					
3		fully achieved effective results against all significant					
		performance criteria and indicators as specified in the PA					
		and Performance Plan.					
	Not fully	Performance is below the standard required for the job in					
	effective	key areas. Performance meets some of the standards					
2		expected for the job. The review/assessment indicates that					
_		the employee has achieved below fully effective results					
		against more than half the key performance criteria and					
		indicators as specified in the PA and Performance Plan.					
	Unacceptable	Performance does not meet the standard expected for the					
	performance	job. The review/assessment indicates that the employee has					
		achieved below fully effective results against almost all of					
1		the performance criteria and indicators as specified in the					
		PA and Performance Plan. The employee has failed to					
		demonstrate the commitment or ability to bring					
		performance up to the level expected in the job despite					
		management efforts to encourage improvement.					

^{7.7} For purposes of evaluating the performance an evaluation panel constituted in terms of Regulation 27(4)(d)(e) and (f) will be established.

8. SCHEDULE FOR PERFORMANCE REPORTING, MONITORING, EVALUATION AND REVIEW

8.1 The performance of the Employee in relation to his performance agreement shall be monitored and evaluated on the following dates (in line with the Performance Management Framework – as amended) with the understanding that informal and formal evaluations will be documented for each quarter. Quarterly evaluations will be subject to an internal audit process being concluded. Monthly reporting may be verbal and informal for the purposes of identifying areas for corrective action and/or review. The first and third quarter may be verbal if performance is satisfactory:

QUARTER	PERIOD	REVIEW TARGET DATE
First	July to September 2017	30 September 2017
Second		
Third		
Fourth /Annual		

- 8.2 The Employer shall keep a record of the quarterly, mid-year review and annual assessment meetings.
- **8.3** The Employee is responsible for maintaining a Portfolio of Evidence, which must be made available at the informal and formal evaluation sessions, and for audit purposes
- **8.4** Performance scoring and feedback shall be based on the Employer's assessment of the Employee's performance against Actuals reported and evidence provided.
- **8.5** The Employer will be entitled to review and make reasonable changes to the provisions of Appendix "A" in line with Mid Year Assessment for operational reasons. The Employee will be fully consulted before any such change is made.
- **8.6** The Employer may amend the provisions of Appendix "A" whenever the performance management system is adopted, implemented and/or amended as the case may be. In that case the Employee will be fully consulted before any such change is made.

9. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as Appendix "B". The PDP will be completed after the 1st quarter performance assessment, and quarterly assessments thereafter.

10. OBLIGATIONS OF THE EMPLOYER

- 10.1 The Employer shall -
- 10.1.1 Create an enabling environment to facilitate effective performance by the employee;

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- 10.1.2 provide access to skills development and capacity building opportunities;
- **10.1.3** work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- **10.1.4** on the request of the Employee delegate such powers reasonably required by the Employee to enable him/ her to meet the performance objectives and targets established in terms of this Agreement; and
- **10.1.5** make available to the Employee such resources as the Employee may reasonably require from time to time to assist him/ her to meet the performance objectives and targets established in terms of this Agreement.

11. CONSULTATION

- 11.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others –
- 11.1.1 a direct effect on the performance of any of the Employee's functions;
- 11.1.2 commit the Employee to implement or to give effect to a decision made by the Employer; and
- 11.1.3 a substantial financial effect on the Employee.
- **11.2** The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 11.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

12. MANAGEMENT OF EVALUATION OUTCOMES

- **12.1.1** The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance
- **12.1.2** A performance bonus may be paid in terms of section 32(2) of the Local Government: Municipal Performance Regulations and any other policy of Council,
- **12.2** In the case of unacceptable performance, the Employer must implement Procedures for dealing with substandard performance as prescribed in section 16 of the Local Government: Disciplinary Code and Procedures for Senior manager which is attached hereto as Appendix C.

13. DISPUTE RESOLUTION

- **13.1** Any disputes about the nature of the Employee's **performance agreement**, whether it relates to key responsibilities, priorities, methods of assessment, and/ or salary increment in the agreement, must be mediated by –
- **13.1.1** in the case of the Municipal Manager be mediated by the MEC for local government in the province, or any other person appointed by the MEC within thirty (30) days of receipt of a formal dispute from the employee; and

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13.1.2 in the case of Managers directly accountable to the Municipal Manager, the Mayor, within thirty (30) days of receipt of a formal dispute from the Employee;

whose decision shall be final and binding on both parties.

- 13.2 Any disputes about the outcome of the employee's performance evaluation, must be mediated by -
- **13.2.1** In the case of the Municipal Manager be mediated by the MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee or any other person appointed by the MEC; and
- 13.2.2. In the case of Managers directly accountable to the Municipal Manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in sub-regulation 27(4)(e), within thirty (30) days of receipt of a formal dispute from the employee;

whose decision shall be final and binding on both parties.

14. GENERAL

- **14.1** The contents of this agreement and the outcome of any review conducted in terms of Appendix "A" must be made available to the public by the Employer (MFMA, 2003 and Section 46 of the Systems Act, 2000).
- **14.2** Nothing in this agreement diminishes the obligations, duties or accountabilities of the Employee in terms of his/ her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.
- **14.3** The performance assessment results of the Municipal Manager must be submitted to the MEC responsible for local government in the relevant province as well as the National Minister responsible for local government, within fourteen (14) days after the conclusion of the assessment.

Signed and accepted BE MSWANE	
Signed and accepted by E. M NKOSI	
Date Performance Plan signed	
Witness Number One : Name and Signature	
Witness Number Two : Name and Signature	

(to Memorandum of Agreement of Employment)

PERFORMANCE AGREEMENT

COMMENCING 01 July 2017

MADE AND ENTERED INTO BY AND BETWEEN

THE COUNCIL OF THE NEWCASTLE MUNICIPALITY

Herein represented by **Bhekani Errol Mswane**in his duly authorised capacity as **Municipal Manager** of the **NEWCASTLE Municipality**

AND	
N S THUSI	
STRATEGIC EXECUTIVE DIRECTOR: DEVELOPM	ENT PLANNING & HUMAN SETTLEMENTS

INTRODUCTION

- 1. (1) The Employer has entered into a contract of employment with the Employee in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The Employer and the Employee are hereinafter referred to as "the Parties".
- (2) Section 57(1)(b) of the Systems Act, read with the Memorandum of Agreement of Employment concluded between the parties, requires the parties to conclude an annual Performance Agreement. The employer must conclude a Performance Agreement within 60 days 3 of assumption of duty and renew it annually within one month of the commencement of the beginning of the financial year.
- (3) The parties will ensure that they are clear about the goals to be achieved, and secure the commitment of the Employee to a set of outcomes that will secure local government policy goals as defined in the municipal IDP.
- (4) The parties will ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act.

2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- **2.1** comply with the provisions of Section 57(1) (b),(4A),(4B) and (5) of the Systems Act as well as the Memorandum of Agreement of Employment entered into between the parties;
- **2.2** communicate to the Employee the Employer's performance expectations and accountabilities by specifying objectives and targets as defined in the IDP;
- 2.3 specify accountabilities as set out in the Performance Plan (in a format substantially compliant with Appendix "A");
- 2.4 monitor and measure performance against set targeted outputs;
- 2.5 appropriately reward the Employee in accordance with the Employer's performance management policy in the event of outstanding performance; and
- **2.7** give effect to the Employer's commitment to a performance-orientated relationship with the Employee in attaining equitable and improved service delivery.

3 COMMENCEMENT AND DURATION

3.1 This Agreement will commence on the <u>01 July 2017</u> and will remain in force in line with Employment agreement until the <u>31 March 2018</u>, where after a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof if applicable.

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3.2 The parties will review the provisions of this Agreement during June each year and will conclude a new Performance Agreement (and Performance Plan and Personal Development Plan) that replaces this Agreement at least once a year but not later than one month after the commencement of the new financial year, in line with the Employment Agreement.

- **3.3** This Agreement will terminate on the termination of the Employee's contract of employment for any reason.
- **3.4** The content of this Agreement may be revised at any time during the abovementioned period to determine the applicability of the matters agreed upon.
- **3.5** If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.
- **3.6** Any significant amendments/ deviations referred to in 3.4 and 3.5 above must take cognisance of, where relevant, the requirements of sections 34 and 42 of the Systems Act, and must be done in terms of regulation 4 (5) of the Local Government: Municipal Performance Regulations for Municipal Managers and managers directly accountable to the Municipal Manager, 2006 ("the Regulations");

4 PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan (Appendix "A") sets out-
- 4.1.1 the performance objectives and targets that must be met by the Employee; and
- 4.1.2 the time frames within which those performance objectives and targets must be met.
- **4.2** The performance objectives and targets reflected in Appendix "A" are set by the Employer in consultation with the Employee and based on the Integrated Development Plan and the Budget of the Employer, and shall include key objectives; key performance indicators; target dates and weightings.
- **4.3** The key objectives describe the main tasks that need to be done. The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved. The target dates describe the timeframe in which the work must be achieved. The weightings show the relative importance of the key objectives to each other.
- **4.4** The Employee's performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the Employer's Integrated Development Plan.

5 PERFORMANCE MANAGEMENT SYSTEM

- **5.1** The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer itself, management and municipal staff of the Employer.
- **5.2** The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.
- **5.3** The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.
- **6** The Employee agrees to participate in the performance management and development system that the Employer adopts.
- **6.1** The Employee undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- **6.2** The criteria upon which the performance of the Employee shall be assessed, shall consist of two components, both of which shall be contained in the Performance Agreement.
- **6.2.1** The Employee must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Core Managerial Competencies (CMCs) respectively.
- **6.2.2** KPAs covering the main areas of work will account for 80% and CMCs will account for 20% of the final assessment.
- 6.2.3 Each area of assessment will be weighted and will contribute a specific part to the total score.
- **6.3** The Employee's assessment will be based on his/ her performance in terms of the outputs/ outcomes (performance indicators) identified as per attached Performance Plan (Appendix "A"), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee:

Key Performance Areas (KPA's)	Weighting
Basic Service Delivery	
Municipal Institutional Development and Transformation	
Local Economic Development (LED)	
Municipal Financial Viability and Management	
Good Governance and Public Participation	
Municipal Planning	
Social Development	
Total	100%

6.4 The Critical Leading Competencies (CLC) and Core Competencies requirements (CCR's) as per Annexure A of the Local Government: Competency Framework for Senior Managers will make up the other 20% of the Employee's assessment score. There is no hierarchical connotation and all competencies are essential to the role of a senior manager. All competencies must therefore be selected from the list below as agreed to between the Employer and Employee:-

CRITICAL LEADING COMPETENCIES		WEIGHT
Strategic Direction and Leadership	 Impact and Influence Institutional Performance Management Strategic Planning and Management Organisational Awareness 	10%
People Management	 Organisational Awareness Human Capital Planning and Development Diversity Management Employee Relations Management Negotiation and Dispute Management 	10%
Programme and Project Management	 Program and Project Planning and Implementation Service Delivery Management Program and Project Monitoring and Evaluation 	10%
Financial Management	 Budget Planning and Execution Financial Strategy and Delivery Financial Reporting and Monitoring 	10%
Change Leadership	 Change Vision and Strategy Process Design and Improvement Change Impact Monitoring and Evaluation 	10%
Governance Leadership	 Policy Formulation Risk and Compliance Management Co-operative Governance 	10%
CORE COMPETENCIES		
Moral Competence		10%
Planning and Organising		5%
Analysis and Innovation		5%
Knowledge and Information Management		5%
Communication		5%
Results and Quality Focus		10%
Total Percentage		100%

7. EVALUATING PERFORMANCE

- 7.1 The Performance Plan/scorecard (Appendix "A") to this Agreement sets out –
- 7.1.1 the standards and procedures for evaluating the Employee's performance; and
- **7.1.2** the intervals for the evaluation of the Employee's performance.

- **7.2** Despite the establishment of agreed intervals for evaluation, the Employer may in addition review the Employee's performance at any stage while the contract of employment remains in force.
- **7.3** Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan (in a format substantially compliant with Appendix "B") as well as the actions agreed to, and implementation must take place within set time frames.
- **7.4** The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.
- 7.5 The annual performance appraisal will involve:

7.5.1 Assessment of the achievement of results as outlined in the performance plan:

- (a) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA.
- **(b)** An indicative rating on the five-point scale should be provided for each KPA.
- **(c)** The applicable assessment rating calculator (refer to paragraph 7.5.3 below) must then be used to add the scores and calculate a final KPA score.

7.5.2 Assessment of the CMCs

- (a) Each CMC should be assessed according to the extent to which the specified standards have been met.
- **(b)** An indicative rating on the five-point scale should be provided for each CMC.
- **(c)** The applicable assessment rating calculator (refer to paragraph 7.5.1 above) must then be used to add the scores and calculate a final CMC score.

7.5.3 Overall rating

An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal. (Calculator available on DPLG website.)

7.6 The assessment of the performance of the Employee will be based on the following rating scale for KPA's and CMCs:

Level	Terminology	ogy Description		R	atin	g	
			1	2	3	4	5
	Outstanding	Performance far exceeds the standard expected of an					
	performance	employee at this level. The appraisal indicates that the					
5		Employee has achieved above fully effective results against					
		all performance criteria and indicators as specified in the PA					
		and Performance plan and maintained this in all areas of					
		responsibility throughout the year.					
	Performance	Performance is significantly higher than the standard					
	significantly	expected in the job. The appraisal indicates that the					
4	above	Employee has achieved above fully effective results against					
	expectations	more than half of the performance criteria and indicators					
		and fully achieved all others throughout the year.					
	Fully effective	Performance fully meets the standards expected in all areas					
		of the job. The appraisal indicates that the Employee has					
fully achieved effective		fully achieved effective results against all significant					
	performance criteria and indicators as specified in the PA						
	and Performance Plan.						
	Not fully	Performance is below the standard required for the job in					
	effective	key areas. Performance meets some of the standards					
2		expected for the job. The review/assessment indicates that					
_		the employee has achieved below fully effective results					
		against more than half the key performance criteria and					
		indicators as specified in the PA and Performance Plan.					
	Unacceptable	Performance does not meet the standard expected for the					
	performance job. The review/assessment indicates that the employee ha						
		achieved below fully effective results against almost all of					
1	the performance criteria and indicators as specified in						
		PA and Performance Plan. The employee has failed to					
		demonstrate the commitment or ability to bring					
		performance up to the level expected in the job despite					
		management efforts to encourage improvement.					

^{7.7} For purposes of evaluating the performance an evaluation panel constituted in terms of Regulation 27(4)(d)(e) and (f) will be established.

8. SCHEDULE FOR PERFORMANCE REPORTING, MONITORING, EVALUATION AND REVIEW

8.1 The performance of the Employee in relation to his performance agreement shall be monitored and evaluated on the following dates (in line with the Performance Management Framework – as amended) with the understanding that informal and formal evaluations will be documented for each quarter. Quarterly evaluations will be subject to an internal audit process being concluded. Monthly reporting may be verbal and informal for the purposes of identifying areas for corrective action and/or review. The first and third quarter may be verbal if performance is satisfactory:

QUARTER	PERIOD	REVIEW TARGET DATE
First	July to September 2017	30 November 2017
Second	October to December 2017	28 February 2018
Third	January to March 2018	31 March 2018

- 8.2 The Employer shall keep a record of the quarterly, mid-year review and annual assessment meetings.
- **8.3** The Employee is responsible for maintaining a Portfolio of Evidence, which must be made available at the informal and formal evaluation sessions, and for audit purposes
- **8.4** Performance scoring and feedback shall be based on the Employer's assessment of the Employee's performance against Actuals reported and evidence provided.
- **8.5** The Employer will be entitled to review and make reasonable changes to the provisions of Appendix "A" in line with Mid Year Assessment for operational reasons. The Employee will be fully consulted before any such change is made.
- **8.6** The Employer may amend the provisions of Appendix "A" whenever the performance management system is adopted, implemented and/or amended as the case may be. In that case the Employee will be fully consulted before any such change is made.

9. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as Appendix "B". The PDP will be completed after the 1st quarter performance assessment, and quarterly assessments thereafter.

10. OBLIGATIONS OF THE EMPLOYER

- 10.1 The Employer shall -
- 10.1.1 create an enabling environment to facilitate effective performance by the employee;

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- 10.1.2 provide access to skills development and capacity building opportunities;
- **10.1.3** work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- **10.1.4** on the request of the Employee delegate such powers reasonably required by the Employee to enable him/ her to meet the performance objectives and targets established in terms of this Agreement; and
- **10.1.5** make available to the Employee such resources as the Employee may reasonably require from time to time to assist him/ her to meet the performance objectives and targets established in terms of this Agreement.

11. CONSULTATION

- 11.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others –
- 11.1.1 a direct effect on the performance of any of the Employee's functions;
- 11.1.2 commit the Employee to implement or to give effect to a decision made by the Employer; and
- 11.1.3 a substantial financial effect on the Employee.
- **11.2** The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 11.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

12. MANAGEMENT OF EVALUATION OUTCOMES

- **12.1.1** The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance
- **12.1.2** A performance bonus may be paid in terms of section 32(2) of the Local Government: Municipal Performance Regulations and any other policy of Council,
- **12.2** In the case of unacceptable performance, the Employer must implement Procedures for dealing with substandard performance as prescribed in section 16 of the Local Government: Disciplinary Code and Procedures for Senior manager which is attached hereto as Appendix C.

13. DISPUTE RESOLUTION

- **13.1** Any disputes about the nature of the Employee's **performance agreement**, whether it relates to key responsibilities, priorities, methods of assessment, and/ or salary increment in the agreement, must be mediated by –
- **13.1.1** in the case of the Municipal Manager be mediated by the MEC for local government in the province, or any other person appointed by the MEC within thirty (30) days of receipt of a formal dispute from the employee; and

13.1.2 in the case of Managers directly accountable to the Municipal Manager, the Mayor, within thirty (30) days of receipt of a formal dispute from the Employee;

whose decision shall be final and binding on both parties.

- 13.2 Any disputes about the outcome of the employee's performance evaluation, must be mediated by -
- **13.2.1** In the case of the Municipal Manager be mediated by the MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee or any other person appointed by the MEC; and
- 13.2.2. In the case of Managers directly accountable to the Municipal Manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in sub-regulation 27(4)(e), within thirty (30) days of receipt of a formal dispute from the employee;

whose decision shall be final and binding on both parties.

14. GENERAL

- **14.1** The contents of this agreement and the outcome of any review conducted in terms of Appendix "A" must be made available to the public by the Employer (MFMA, 2003 and Section 46 of the Systems Act, 2000).
- **14.2** Nothing in this agreement diminishes the obligations, duties or accountabilities of the Employee in terms of his/ her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.
- **14.3** The performance assessment results of the Municipal Manager must be submitted to the MEC responsible for local government in the relevant province as well as the National Minister responsible for local government, within fourteen (14) days after the conclusion of the assessment.

Signed and accepted NS THUSI	
Signed and accepted by B.E MSWANE	
Date Performance Plan signed	
Witness Number One : Name and Signature	
Witness Number Two : Name and Signature	

(to Memorandum of Agreement of Employment)

PERFORMANCE AGREEMENT

COMMENCING 01 July 2017

MADE AND ENTERED INTO BY AND BETWEEN

THE COUNCIL OF THE NEWCASTLE MUNICIPALITY

Herein represented by **Bhekani Errol Mswane**in his duly authorised capacity as **Municipal Manager** of the **NEWCASTLE Municipality**

AND	
S CHENIA	
CHIEF AUDIT EXECUTI	VE

INTRODUCTION

- 1. (1) The Employer has entered into a contract of employment with the Employee in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The Employer and the Employee are hereinafter referred to as "the Parties".
- (2) Section 57(1)(b) of the Systems Act, read with the Memorandum of Agreement of Employment concluded between the parties, requires the parties to conclude an annual Performance Agreement. The employer must conclude a Performance Agreement within 60 days 3 of assumption of duty and renew it annually within one month of the commencement of the beginning of the financial year.
- (3) The parties will ensure that they are clear about the goals to be achieved, and secure the commitment of the Employee to a set of outcomes that will secure local government policy goals as defined in the municipal IDP.
- (4) The parties will ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act.

2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- **2.1** comply with the provisions of Section 57(1) (b),(4A),(4B) and (5) of the Systems Act as well as the Memorandum of Agreement of Employment entered into between the parties;
- **2.2** communicate to the Employee the Employer's performance expectations and accountabilities by specifying objectives and targets as defined in the IDP;
- 2.3 specify accountabilities as set out in the Performance Plan (in a format substantially compliant with Appendix "A");
- 2.4 monitor and measure performance against set targeted outputs;
- 2.5 appropriately reward the Employee in accordance with the Employer's performance management policy in the event of outstanding performance; and
- **2.7** give effect to the Employer's commitment to a performance-orientated relationship with the Employee in attaining equitable and improved service delivery.

3 COMMENCEMENT AND DURATION

3.1 This Agreement will commence on the <u>01 July 2017</u> and will remain in force in line with Employment agreement until the <u>30 June 2018</u>, where after a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof if applicable.

- **3.2** The parties will review the provisions of this Agreement during June each year and will conclude a new Performance Agreement (and Performance Plan and Personal Development Plan) that replaces this Agreement at least once a year but not later than one month after the commencement of the new financial year, in line with the Employment Agreement.
- 3.3 This Agreement will terminate on the termination of the Employee's contract of employment for any reason.
- **3.4** The content of this Agreement may be revised at any time during the abovementioned period to determine the applicability of the matters agreed upon.
- **3.5** If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.
- **3.6** Any significant amendments/ deviations referred to in 3.4 and 3.5 above must take cognisance of, where relevant, the requirements of sections 34 and 42 of the Systems Act, and must be done in terms of regulation 4 (5) of the Local Government: Municipal Performance Regulations for Municipal Managers and managers directly accountable to the Municipal Manager, 2006 ("the Regulations");

4 PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan (Appendix "A") sets out-
- 4.1.1 the performance objectives and targets that must be met by the Employee; and
- 4.1.2 the time frames within which those performance objectives and targets must be met.
- **4.2** The performance objectives and targets reflected in Appendix "A" are set by the Employer in consultation with the Employee and based on the Integrated Development Plan and the Budget of the Employer, and shall include key objectives; key performance indicators; target dates and weightings.
- **4.3** The key objectives describe the main tasks that need to be done. The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved. The target dates describe the timeframe in which the work must be achieved. The weightings show the relative importance of the key objectives to each other.
- **4.4** The Employee's performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the Employer's Integrated Development Plan.

5 PERFORMANCE MANAGEMENT SYSTEM

- **5.1** The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer itself, management and municipal staff of the Employer.
- **5.2** The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.
- **5.3** The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.
- **6** The Employee agrees to participate in the performance management and development system that the Employer adopts.
- **6.1** The Employee undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- **6.2** The criteria upon which the performance of the Employee shall be assessed, shall consist of two components, both of which shall be contained in the Performance Agreement.
- **6.2.1** The Employee must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Core Managerial Competencies (CMCs) respectively.
- **6.2.2** KPAs covering the main areas of work will account for 80% and CMCs will account for 20% of the final assessment.
- 6.2.3 Each area of assessment will be weighted and will contribute a specific part to the total score.
- **6.3** The Employee's assessment will be based on his/ her performance in terms of the outputs/ outcomes (performance indicators) identified as per attached Performance Plan (Appendix "A"), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee:

Key Performance Areas (KPA's)	Weighting
Basic Service Delivery	0%
Municipal Institutional Development and Transformation	20%
Local Economic Development (LED)	0%
Municipal Financial Viability and Management	10%
Good Governance and Public Participation	70%
Municipal Planning	%
Social Development	0%
Total	100%

6.4 The Critical Leading Competencies (CLC) and Core Competencies requirements (CCR's) as per Annexure A of the Local Government: Competency Framework for Senior Managers will make up the other 20% of the Employee's assessment score. There is no hierarchical connotation and all competencies are essential to the role of a senior manager. All competencies must therefore be selected from the list below as agreed to between the Employer and Employee:-

CRITICAL LEADING COMPETENCIES		WEIGHT
Strategic Direction and Leadership	Impact and Influence	
	 Institutional Performance 	10%
	Management	
	 Strategic Planning and 	
	Management	
	Organisational Awareness	
People Management	Human Capital Planning and	
	Development	10%
	 Diversity Management 	
	 Employee Relations 	
	Management	
	 Negotiation and Dispute 	
	Management	
Programme and Project Management	Program and Project Planning	10~
	and Implementation	10%
	Service Delivery Management	
	Program and Project Monitoring	
	and Evaluation	
Financial Management	Budget Planning and Execution	1.007
	Financial Strategy and Delivery	10%
	Financial Reporting and	
	Monitoring	
Change Leadership	Change Vision and Strategy	
5ago =00p	 Process Design and Improvement 	10%
	Change Impact Monitoring and	. 0,0
	Evaluation	
Governance Leadership	Policy Formulation	
	Risk and Compliance	10%
	Management [']	
	Co-operative Governance	
CORE COMPETENCIES		
Moral Competence		10%
Planning and Organising		5%
Analysis and Innovation		5%
Knowledge and Information Management		5%
Communication		5%
Results and Quality Focus		10%
Total Percentage		100%

7. EVALUATING PERFORMANCE

- 7.1 The Performance Plan/scorecard (Appendix "A") to this Agreement sets out –
- 7.1.1 the standards and procedures for evaluating the Employee's performance; and
- **7.1.2** the intervals for the evaluation of the Employee's performance.

- **7.2** Despite the establishment of agreed intervals for evaluation, the Employer may in addition review the Employee's performance at any stage while the contract of employment remains in force.
- **7.3** Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan (in a format substantially compliant with Appendix "B") as well as the actions agreed to, and implementation must take place within set time frames.
- **7.4** The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.
- 7.5 The annual performance appraisal will involve:

7.5.1 Assessment of the achievement of results as outlined in the performance plan:

- (a) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA.
- **(b)** An indicative rating on the five-point scale should be provided for each KPA.
- **(c)** The applicable assessment rating calculator (refer to paragraph 7.5.3 below) must then be used to add the scores and calculate a final KPA score.

7.5.2 Assessment of the CMCs

- (a) Each CMC should be assessed according to the extent to which the specified standards have been met.
- **(b)** An indicative rating on the five-point scale should be provided for each CMC.
- **(c)** The applicable assessment rating calculator (refer to paragraph 7.5.1 above) must then be used to add the scores and calculate a final CMC score.

7.5.3 Overall rating

An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal. (Calculator available on DPLG website.)

7.6 The assessment of the performance of the Employee will be based on the following rating scale for KPA's and CMCs:

Level	vel Terminology Description		Rating				
			1	2	3	4	5
	Outstanding	Performance far exceeds the standard expected of an					
	performance	employee at this level. The appraisal indicates that the					
5		Employee has achieved above fully effective results against					
		all performance criteria and indicators as specified in the PA					
		and Performance plan and maintained this in all areas of					
		responsibility throughout the year.					
	Performance	Performance is significantly higher than the standard					
	significantly	expected in the job. The appraisal indicates that the					
4	above	Employee has achieved above fully effective results against					
	expectations	more than half of the performance criteria and indicators					
		and fully achieved all others throughout the year.					
	Fully effective	Performance fully meets the standards expected in all areas					
		of the job. The appraisal indicates that the Employee has					
3	fully achieved effective results against all significant performance criteria and indicators as specified in the PA						
		and Performance Plan.					
	Not fully	Performance is below the standard required for the job in					
	effective	key areas. Performance meets some of the standards					
2		expected for the job. The review/assessment indicates that					
_		the employee has achieved below fully effective results					
		against more than half the key performance criteria and					
		indicators as specified in the PA and Performance Plan.					
	Unacceptable Performance does not meet the standard expected for the						
	performance job. The review/assessment indicates that the employee has						
achieved below fully effective results against o		achieved below fully effective results against almost all of					
1	the performance criteria and indicators as specified in						
		PA and Performance Plan. The employee has failed to					
	demonstrate the commitment or ability to bring						
	performance up to the level expected in the job despite						
		management efforts to encourage improvement.					

^{7.7} For purposes of evaluating the performance an evaluation panel constituted in terms of Regulation 27(4)(d)(e) and (f) will be established.

8. SCHEDULE FOR PERFORMANCE REPORTING, MONITORING, EVALUATION AND REVIEW

8.1 The performance of the Employee in relation to his performance agreement shall be monitored and evaluated on the following dates (in line with the Performance Management Framework – as amended) with the understanding that informal and formal evaluations will be documented for each quarter. Quarterly evaluations will be subject to an internal audit process being concluded. Monthly reporting may be verbal and informal for the purposes of identifying areas for corrective action and/or review. The first and third quarter may be verbal if performance is satisfactory:

QUARTER	PERIOD	REVIEW TARGET DATE
First	July to September 2017	30 November 2017
Second	October to December 2017	28 February 2018
Third	January to March 2018	31 May 2018
Fourth /Annual	April 2015 to June 2018	28 September 2018

- 8.2 The Employer shall keep a record of the quarterly, mid-year review and annual assessment meetings.
- **8.3** The Employee is responsible for maintaining a Portfolio of Evidence, which must be made available at the informal and formal evaluation sessions, and for audit purposes
- **8.4** Performance scoring and feedback shall be based on the Employer's assessment of the Employee's performance against Actuals reported and evidence provided.
- **8.5** The Employer will be entitled to review and make reasonable changes to the provisions of Appendix "A" in line with Mid Year Assessment for operational reasons. The Employee will be fully consulted before any such change is made.
- **8.6** The Employer may amend the provisions of Appendix "A" whenever the performance management system is adopted, implemented and/or amended as the case may be. In that case the Employee will be fully consulted before any such change is made.

9. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as Appendix "B". The PDP will be completed after the 1st quarter performance assessment, and quarterly assessments thereafter.

10. OBLIGATIONS OF THE EMPLOYER

- 10.1 The Employer shall -
- 10.1.1 create an enabling environment to facilitate effective performance by the employee;

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- 10.1.2 provide access to skills development and capacity building opportunities;
- **10.1.3** work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- **10.1.4** on the request of the Employee delegate such powers reasonably required by the Employee to enable him/ her to meet the performance objectives and targets established in terms of this Agreement; and
- **10.1.5** make available to the Employee such resources as the Employee may reasonably require from time to time to assist him/ her to meet the performance objectives and targets established in terms of this Agreement.

11. CONSULTATION

- 11.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others –
- 11.1.1 a direct effect on the performance of any of the Employee's functions;
- 11.1.2 commit the Employee to implement or to give effect to a decision made by the Employer; and
- 11.1.3 a substantial financial effect on the Employee.
- **11.2** The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 11.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

12. MANAGEMENT OF EVALUATION OUTCOMES

- **12.1.1** The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance
- **12.1.2** A performance bonus may be paid in terms of section 32(2) of the Local Government: Municipal Performance Regulations and any other policy of Council,
- **12.2** In the case of unacceptable performance, the Employer must implement Procedures for dealing with substandard performance as prescribed in section 16 of the Local Government: Disciplinary Code and Procedures for Senior manager which is attached hereto as Appendix C.

13. DISPUTE RESOLUTION

- **13.1** Any disputes about the nature of the Employee's **performance agreement**, whether it relates to key responsibilities, priorities, methods of assessment, and/ or salary increment in the agreement, must be mediated by –
- **13.1.1** in the case of the Municipal Manager be mediated by the MEC for local government in the province, or any other person appointed by the MEC within thirty (30) days of receipt of a formal dispute from the employee; and

13.1.2 in the case of Managers directly accountable to the Municipal Manager, the Mayor, within thirty (30) days of receipt of a formal dispute from the Employee;

whose decision shall be final and binding on both parties.

- 13.2 Any disputes about the outcome of the employee's performance evaluation, must be mediated by -
- **13.2.1** In the case of the Municipal Manager be mediated by the MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee or any other person appointed by the MEC; and
- 13.2.2. In the case of Managers directly accountable to the Municipal Manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in sub-regulation 27(4)(e), within thirty (30) days of receipt of a formal dispute from the employee;

whose decision shall be final and binding on both parties.

14. GENERAL

- **14.1** The contents of this agreement and the outcome of any review conducted in terms of Appendix "A" must be made available to the public by the Employer (MFMA, 2003 and Section 46 of the Systems Act, 2000).
- **14.2** Nothing in this agreement diminishes the obligations, duties or accountabilities of the Employee in terms of his/ her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.
- **14.3** The performance assessment results of the Municipal Manager must be submitted to the MEC responsible for local government in the relevant province as well as the National Minister responsible for local government, within fourteen (14) days after the conclusion of the assessment.

Signed and accepted S Chenia	
Signed and accepted by B.E MSWANE	
Date Performance Plan signed	
Witness Number One : Name and Signature	
Witness Number Two : Name and Signature	