

## Theewaterskloof Municipality OFFICE OF THE MUNICIPAL MANAGER

| Ref | Directorate                     | Pre-determined Objectives                        | Strategic Objective   | Municipal KPA   | KPI   | Unit of Measurement         | KPI Owner                     | Baseline | Source of Evidence | Annual Target | Revised Target | KPI Calculation Type | Year-To-Date As At September 2016 |        |   | Departmental SDBIP Comments   | Departmental Corrective Measures  | IA Comments    | MM Comments  |
|-----|---------------------------------|--|---|-----------------|---|-----------------------------|-------------------------------|----------|--------------------|---------------|----------------|----------------------|-----------------------------------|--------|---|---|---|----------------|--|
|     |                                 |  |   |                 |   |                             |                               |          |                    |               |                |                      | Target                            | Actual | R |   |   |                |  |
| TL1 | Office of the Municipal Manager | Improved Communication and community involvement | Good Governance and Improve the auditing status of the Municipality | Good Governance | Report quarterly to Mayco on the implementation of the communication strategy       | Number of reports submitted | Deputy Director: Office of MM | New      | Minutes of Mayco   | 4             | 4              | Accumulative         | 1                                 | 0      | R | <b>September:</b> The communications strategy implementation progress report to MAYCO was submitted in the system for management at the beginning of September 2016. Management approved it and it will now serve before MAYCO. | <b>September:</b> The time lapse between management meetings prevented the section from obtaining MAYCO support in time. The MAYCO approved item will be loaded before the end of October 2016. | No Performance | The target for this KPI will be amended to three and the second report will then be submitted during January 2017. |
| TL2 | Office of the Municipal Manager | Improved Communication and community involvement | Good Governance and Improve the auditing status of the Municipality | Good Governance | Report quarterly to Mayco on the implementation of the Customer Relations programme | Number of reports submitted | Deputy Director: Office of MM | New      | Minutes of Mayco   | 4             | 4              | Accumulative         | 1                                 | 0      | R | <b>September:</b> The client care strategy implementation progress report to MAYCO was submitted in the system for management at the beginning of September 2016. Management approved it and it will now serve before MAYCO.    | <b>September:</b> The time lapse between management meetings prevented the section from obtaining MAYCO support in time. The MAYCO approved item will be loaded before the end of October 2016  | No Performance | The target for this KPI will be amended to three and the second report will then be submitted during January 2017. |

### Summary of Results

|                        |          |
|------------------------|----------|
| KPI Not Yet Measured   | 0        |
| KPI Not Met            | 2        |
| KPI Almost Met         | 0        |
| KPI Met                | 0        |
| KPI Well Met           | 0        |
| KPI Extremely Well Met | 0        |
| <b>Total KPIs</b>      | <b>2</b> |

## Theewaterskloof Municipality DIRECTORATE: FINANCIAL SERVICES

| Ref  | Directorate        | Pre-determined Objectives            | Strategic Objective  | Municipal KPA       | KPI  | Unit of Measurement                                   | KPI Owner         | Baseline | Annual Target | Revised Target | Sep-16 |        |     | Departmental SDBIP Comments  | Departmental Corrective Measures | IA Comments  | MM Comments |
|------|--------------------|--------------------------------------|--|---------------------|--|---|-------------------|----------|---------------|----------------|--------|--------|-----|--|----------------------------------|--|-------------|
|      |                    |                                      |  |                     |  |   |                   |          |               |                | Target | Actual | R   |  |                                  |  |             |
| TL3  | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Compile Plan to address AG audit findings annually   | Plan Completed  | Director: Finance | 1        | 1             | 1              | 0      | 0      | N/A |  |                                  | n/a - No Performance; can't comment  |             |
| TL4  | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Submit bi-annual financial statements to Audit Committee   | Number of Statements submitted                        | Director: Finance | 1        | 2             | 2              | 1      | 1      | G   | August: Statements was submit 30 August  |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |
| TL5  | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Achieve a payment percentage of 90% by the end of June 2017  | Payment%  | Director: Finance | 87       | 90%           | 90%            | 0%     | 0%     | N/A |  |                                  | n/a - No Performance; can't comment  |             |
| TL6  | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services) (30% by end of June 2022)  | Ratio achieved  | Director: Finance | 50       | 54%           | 54%            | 0%     | 0%     | N/A |  |                                  | n/a - No Performance; can't comment  |             |
| TL7  | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Financial viability measured in terms of the available cash to cover fixed operating expenditure (Available cash+ investments)/ Monthly fixed operating expenditure) The eventual target for this ratio is three times.                                  | Ratio achieved  | Director: Finance | 1        | 1             | 1              | 0      | 0      | N/A |  |                                  | n/a - No Performance; can't comment  |             |
| TL8  | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Financial viability measured in terms of the municipality's ability to meet it's service debt obligations ((Total operating revenue- operating grants received)/debt service payments due within the year) (%) The eventual target for this ratio is 12. | Ratio achieved  | Director: Finance | 11       | 11            | 11             | 0      | 0      | N/A |  |                                  | n/a - No Performance; can't comment  |             |
| TL9  | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Provision of free basic water in terms of the equitable share requirements   | No of indigent HH receiving free basic water          | Manager: Revenue  | 3500     | 3,500         | 3,500          | 3,500  | 4,952  | G2  | July: Provision of free basic water in terms of the equitable share requirements = 4938<br>August: Provision of free basic water in terms of the equitable share requirements<br>September: Provision of free basic water in terms of the equitable share requirements = 4952                          |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |
| TL10 | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Provision of free basic electricity in terms of the equitable share requirements   | No of indigent HH receiving free basic electricity    | Manager: Revenue  | 3500     | 1,700         | 1,700          | 1,700  | 1,979  | G2  | July: Provision of free basic electricity in terms of the equitable share requirements = 1835<br>August: Provision of free basic electricity in terms of the equitable share requirements = 1938<br>September: Provision of free basic electricity in terms of the equitable share requirements = 1979 |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |
| TL11 | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Provision of free basic refuse removal in terms of the equitable share requirements  | No of indigent HH receiving free basic refuse removal | Manager: Revenue  | 3500     | 3,500         | 3,500          | 3,500  | 4,341  | G2  | July: Provision of free basic refuse removal in terms of the equitable share requirements<br>August: Provision of free basic refuse removal in terms of the equitable share requirements<br>September: Provision of free basic refuse removal in terms of the equitable share requirements = 4341      |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |
| TL12 | Financial Services | Work towards obtaining a clean audit | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements | Financial Viability | Provision of free basic sanitation in terms of the equitable share requirements  | No of indigent HH receiving free basic sanitation     | Manager: Revenue  | 3500     | 3,500         | 3,500          | 3,500  | 4,280  | G2  | July: Provision of free basic sanitation in terms of the equitable share requirements = 4208<br>August: Provision of free basic sanitation in terms of the equitable share requirements<br>September: Provision of free basic sanitation in terms of the equitable share requirements= 4280            |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |

### Summary of Results

|                   |           |
|-------------------|-----------|
| KPI Not Yet Meas  | 5         |
| KPI Not Met       | 0         |
| KPI Almost Met    | 0         |
| KPI Met           | 1         |
| KPI Well Met      | 4         |
| KPI Extremely W.0 | 0         |
| <b>Total KPIs</b> | <b>10</b> |

**Theewaterskloof Municipality  
DIRECTORATE: CORPORATE SERVICES**

| Ref  | Directorate        | Pre-determined Objectives                                  | Strategic Objective   | Municipal KPA             | KPI  | Unit of Measurement  | Wards | KPI Owner                | Baseline  | Annual Target | Revised Target | Year-To-Date As At September 2016 |        |     | Departmental SDBIP Comments   | Departmental Corrective Measures | IA Comments  | MM Comments |
|------|--------------------|--|---|---------------------------|--|--|-------|--------------------------|-----------|---------------|----------------|-----------------------------------|--------|-----|---|----------------------------------|--|-------------|
|      |                    |  |   |                           |  |  |       |                          |           |               |                | Target                            | Actual | R   |   |                                  |  |             |
| TL13 | Corporate Services | Improved IT service and infrastructure                     | Refine and improve the institutional capacity of the municipality   | Institutional Development | Review identified ICT policy annually and submit report to ICT Steering Committee  | Number of reports on policies reviewed and submitted to ICT Steering Committee | All   | Manager:ICT              | New       | 1             | 1              | 0                                 | 0      | N/A |   |                                  | n/a - No Performance; can't comment  |             |
| TL14 | Corporate Services | Improved IT service and infrastructure                     | Refine and improve the institutional capacity of the municipality   | Institutional Development | Replace redundant computers  | Rand value of approved budget spent  | All   | Manager:ICT              | R 150,000 | R 350,000     | R 350,000      | R 0                               | R 0    | N/A |   |                                  | n/a - No Performance; can't comment  |             |
| TL15 | Corporate Services | Implement outcome based training strategies and programmes | Refine and improve the institutional capacity of the municipality   | Institutional Development | Implement the workplace skills plan annually   | 60 % of personnel identified trained   | All   | Manager: Human Resources | 50        | 60%           | 60%            | 0%                                | 7%     | B   | <p><b>July:</b> 7% of the people identified for training were trained during July 2016.<br/>An amount of R384 000.00 was spend.<br/><b>August:</b> 19.8% (Council Induction)<br/><b>September:</b> 35 people underwent training in September 2016 which is 14% of the people identified for training.</p>   |                                  | The reports loaded on IGNITE as evidence was inspected and it was found that for July 2016 there is a e-mail attached stating that the personnel identified for training is 237 and the personnel sent for training is 20, there is a order attached which confirms that 8 staff members went for training, for August 2016 there is and e-mail attached stating that 20 staff members were sent for training. For September 2016 there is a ABAKUS report attached showing spending on the training vote. There is no reports uploaded to verify the number of staff identified for training. Also, the e-mails is not evidence enough to verify the staff that was sent on training. |             |
| TL16 | Corporate Services | Continuous review of policies and delegations and by-laws  | Refine and improve the institutional capacity of the municipality   | Institutional Development | Review HR identified policies annually and submit report to Management   | Number of reports on policy reviewed and submitted to Management               | All   | Manager: Human Resources | 1         | 1             | 1              | 0                                 | 0      | N/A | <p><b>September:</b> The following 2 policies were identified for revision:<br/>* Cell phone policy<br/>* Time-off for officials earning in excess of the earnings threshold</p>  |                                  | n/a - No Performance; can't comment  |             |
| TL17 | Corporate Services | Implement outcome based training strategies and programmes | Refine and improve the institutional capacity of the municipality   | Institutional Development | Percentage of budget spent on implementing the workplace skills plan   | % of actual budget spent   | All   | Manager: Human Resources | New       | 95%           | 95%            | 0%                                | 75%    | B   | <p><b>August:</b> 0% spending on training budget in Aug 2016<br/><b>September:</b> 75% spending on training budget as at September 2016.</p>  |                                  | The actual performance and portfolio of evidence is valid, accurate and complete   |             |
| TL18 | Corporate Services | Improved administrative function                           | Refine and improve the institutional capacity of the municipality   | Institutional Development | The number of people from employment equity target groups employed in the three highest levels of management in compliance with the municipality's approved employment equity plan | Number of people from EE target groups employed                                | All   | Manager: Human Resources | New       | 1             | 1              | 1                                 | 100    | B   | <p><b>July:</b> Two Coloured females were appointed in July 2016, which is part of the employment equity target group.<br/>* Ms K Carise - Legal Advisor<br/>* Me C Johnson - Accountant<br/><b>August:</b> No position became vacant in the three highest levels of management.<br/><b>September:</b> There were no vacancies on the three (3) highest levels in September 2016.</p> |                                  | The actual should be 2 and not 100. It is suggested by Internal Audit that this KPI be changed to % of people employed instead of number.  |             |
| TL19 | Corporate Services | Improved Communication and community involvement           | Good Governance and Improve the auditing status of the Municipality | Good Governance           | Establishment of ward committees   | Number of established Ward committees  | All   | Councilor support        | New       | 14            | 14             | 0                                 | 0      | N/A |   |                                  | n/a - No Performance; can't comment  |             |
| TL20 | Corporate Services | Improved Communication and community involvement           | Good Governance and Improve the auditing status of the Municipality | Good Governance           | Report on functionality of ward committee  | Number of reports  | All   | Councilor support        | New       | 2             | 2              | 0                                 | 0      | N/A |   |                                  | n/a - No Performance; can't comment  |             |
| TL21 | Corporate Services | Continuous review of policies and delegations and by-laws  | Refine and improve the institutional capacity of the municipality   | Institutional Development | Review and update delegations annually   | Updated delegations  | All   | Legal Advisor            | New       | 1             | 1              | 0                                 | 0      | N/A | <p><b>July:</b> Delegation register adopted by Council on 15 August 2016. The election was only held on 3 August 2016 and was the first meeting held within 7 days thereafter</p>   |                                  | n/a - No Performance; can't comment  |             |
| TL22 | Corporate Services | Continuous review of policies and delegations and by-laws  | Refine and improve the institutional capacity of the municipality   | Institutional Development | Review and update Council's role and responsibilities annually.  | Reviewed Council's roles and responsibilities                                  | All   | Legal Advisor            | 1         | 1             | 1              | 0                                 | 0      | N/A | <p><b>July:</b> TO BE REPORTED AT THE END OF FINANCIAL YEAR (July 2016)</p>   |                                  | n/a - No Performance; can't comment  |             |

| Summary of Results     |           |
|------------------------|-----------|
| KPI Not Yet Measured   | 7         |
| KPI Not Met            | 0         |
| KPI Almost Met         | 0         |
| KPI Met                | 0         |
| KPI Well Met           | 0         |
| KPI Extremely Well Met | 3         |
| <b>Total KPIs</b>      | <b>10</b> |

## Theewaterskloof Municipality DIRECTORATE: TECHNICAL SERVICES

| Ref  | Directorate        | National KPA                                 | Pre-determined Objectives   | Strategic Objective  | Municipal KPA          | KPI  | Unit of Measurement   | KPI Owner                    | Baseline | Annual Target | Revised Target | KPI Calculation Type | Year-To-Date As At September 2016 |        |     | Departmental SDBIP Comments  | Departmental Corrective Measures | IA Comments  | MM Comments |
|------|--------------------|--|---|--|------------------------|--|---|------------------------------|----------|---------------|----------------|----------------------|-----------------------------------|--------|-----|--|----------------------------------|--|-------------|
|      |                    |  |   |  |                        |  |   |                              |          |               |                |                      | Target                            | Actual | R   |  |                                  |  |             |
| TL23 | Technical Services | Municipal Financial Viability and Management | Work towards obtaining a clean audit  | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements   | Financial Viability    | Provision of basic water to all formal households(registered debtors) in TWK municipal area  | No of HH(registered debtors) with access to basic water supply    | Director: Technical Services | New      | 12,814        | 12,814         | Stand-Alone          | 0                                 | 0      | N/A |  |                                  | n/a - No Performance; can't comment  |             |
| TL24 | Technical Services | Municipal Financial Viability and Management | Work towards obtaining a clean audit  | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements   | Basic Service Delivery | Provision of basic electricity to all formal households (registered debtors) in TWK municipal area   | No of HH (registered debtors) with access to basic electricity    | Director: Technical Services | New      | 6,515         | 6,515          | Stand-Alone          | 0                                 | 0      | N/A |  |                                  | n/a - No Performance; can't comment  |             |
| TL25 | Technical Services | Municipal Financial Viability and Management | Work towards obtaining a clean audit  | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements   | Basic Service Delivery | Provision of basic refuse removal and solid waste disposal to all formal households (registered debtors) atleast once a week in TWK municipal area | No of HH (registered debtors) with access to basic refuse removal | Director: Technical Services | New      | 14,583        | 14,583         | Stand-Alone          | 0                                 | 0      | N/A |  |                                  | n/a - No Performance; can't comment  |             |
| TL26 | Technical Services | Municipal Financial Viability and Management | Work towards obtaining a clean audit  | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements   | Basic Service Delivery | Provision of basic sanitation to all formal households in TWK municipal area   | No of HH (registered debtors) with access to basic sanitation     | Director: Technical Services | New      | 13,002        | 13,002         | Stand-Alone          | 0                                 | 0      | N/A |  |                                  | n/a - No Performance; can't comment  |             |
| TL27 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Completion of bulk sewer upgrade in Buitenkant street Villiersdorp, phase 1b (completion of phase 1)   | %as per project Plan  | Manager: PMU                 | 50       | 50%           | 50%            | Carry Over           | 50%                               | 50%    | G   | <p><b>July:</b> Phase 1 has been completed. Practical completion certificate was issued 22 July 2016</p> <p><b>August:</b> Phase 1 has been completed. Practical completion certificate was issued 22 July 2016</p> <p><b>September:</b> Phase 1 has been completed. Practical completion certificate was issued 22 July 2016</p>  |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |
| TL28 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Completion of the upgrade Grabouw Waste Treatment Plant Phase 3 (completion of project started in 15/16)   | %implementation as per project plan                               | Manager: PMU                 | 50       | 50%           | 50%            | Carry Over           | 0%                                | 0%     | N/A | <p><b>July:</b> The works has been partially completed. Awaiting delivery of the 4th aerator to be installed. this is the only outstanding of the project scope</p> <p><b>August:</b> The 4th aerator has been installed and with it the scope of works has been completed. The completion certificate will be issued once the contractor has obtained a certificate of compliance for the electrical installation</p> <p><b>September:</b> A completion certificate has not been issued to the contractor- still awaiting the electrical works certificate of compliance.</p> <p>Two additional items of work was</p>   |                                  | n/a - No Performance; can't comment  |             |
| TL29 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | New bulk water connector pipe line for the low-cost housing development at New Frans   | %implementation as per project plan                               | Manager: PMU                 | 100      | 100%          | 100%           | Carry Over           | 5%                                | 5%     | G   | <p><b>July:</b> The bulk connector pipeline construction will be undertaken by technical services staff directly. Preliminary investigation and planning is underway.</p> <p><b>August:</b> The bulk connector pipeline construction will be undertaken by technical services staff directly. Preliminary investigation and planning is underway. Instruction to proceed has been issued</p> <p><b>September:</b> The bulk connector pipeline construction will be undertaken by technical services staff directly. Preliminary investigation and planning is underway. Instruction to proceed has been issued</p>   |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |
| TL30 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Water source investigation:Genadendal  | Investigation report  | Manager: PMU                 | 1        | 1             | 1              | Carry Over           | 0                                 | 0      | N/A | <p><b>July:</b> Consultants to be appointed via Contract TECH 01/2016/17 - Professional Services. SCM currently evaluating tender.</p> <p><b>August:</b> Consultants to be appointed via Contract TECH 01/2016/17 - Professional Services. SCM currently evaluating tender.</p> <p><b>September:</b> Consultants to be appointed via Contract TECH 01/2016/17 - Professional Services. SCM currently evaluating tender.</p>  |                                  | n/a - No Performance; can't comment  |             |
| TL31 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | New bulk & internal civil engineering services for the low-cost housing development at Beverly Hills: Grabouw                                      | %implementation as per project plan                               | Manager: PMU                 | 100      | 100%          | 100%           | Carry Over           | 5%                                | 5%     | G   | <p><b>July:</b> The town planning layout, design and tender documentation has been completed by professional service provider Aecom. An appointment via the Department Human Settlements Contractors Framework will be pursued</p> <p><b>August:</b> A letter in terms of clause 32 of the supply chain policy was submitted to the Department of Human Settlements to access the contractors framework in lieu of an appointment for this project</p> <p><b>September:</b> The Department of Human Settlements has granted permission in terms our clause 32 request to access their contractors framework. The relevant contractors information has been provided for SCM evaluation</p> |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |

| Ref  | Directorate        | National KPA           | Pre-determined Objectives   | Strategic Objective  | Municipal KPA          | KPI   | Unit of Measurement                 | KPI Owner                               | Baseline | Annual Target | Revised Target | KPI Calculation Type | Year-To-Date As At September 2016 |        |     | Departmental SDBIP Comments   | Departmental Corrective Measures | IA Comments  | MM Comments |
|------|--------------------|------------------------|---|--|------------------------|---|-------------------------------------|---|----------|---------------|----------------|----------------------|-----------------------------------|--------|-----|---|----------------------------------|--|-------------|
|      |                    |                        |   |  |                        |   |                                     |   |          |               |                |                      | Target                            | Actual | R   |   |                                  |  |             |
| TL32 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | New bulk water connector pipe line for the low-cost housing development at Erf 289:RSE  | %implementation as per project plan | Manager: PMU                            | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | July: The town planning layout, design and tender documentation has been completed. An appointment via the Department Human Settlements contractor's database will be pursued<br>August: A letter in terms of clause 32 of the supply chain policy was submitted to the Department of Human Settlements in order to facilitate the appointment of a contractor from their contractors framework for this project<br>September: The Department of Human Settlements has granted permission in terms our clause 32 request to access their contractors framework. The relevant contractors information has been provided for SCM evaluation   |                                  | n/a - No Performance; can't comment  |             |
| TL33 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | New internal civil engineering services for the low-cost housing development at Erf 289:RSE   | %implementation as per project plan | Manager: PMU                            | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | July: The town planning layout, design and tender documentation has been completed. An appointment via the Department Human Settlements contractors database will be pursued<br>August: A letter in terms of clause 32 of the supply chain policy was submitted to the Department of Human Settlements in order to secure an appointment from their contractors database for this contract<br>September: The Department of Human Settlements has granted permission in terms our clause 32 request to access their contractors framework. The relevant contractors information has been provided for SCM evaluation   |                                  | n/a - No Performance; can't comment  |             |
| TL34 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Water source development: Tesselaarsdal (Partial implementation)  | Reports to Management               | Manager: PMU                            | new      | 2             | 2              | Accumulative         | 0                                 | 0      | N/A | July: Item have been submitted to council for adoption of project plan for the implementation of Source Investigation recommendations. Report to be presented at Portfolio Committee meeting on the 5th of October 2016.<br>August: Item have been submitted to council for adoption of project plan for the implementation of Source Investigation recommendations. Report to be presented at Portfolio Committee meeting on the 5th of October 2016.<br>September: Item have been submitted to council for adoption of project plan for the implementation of Source Investigation recommendations. Report to be presented at Portfolio Committee meeting on the 5th of October 2016. |                                  | n/a - No Performance; can't comment  |             |
| TL35 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | New bulk water supply pipeline for the proposed low-cost housing development at Destiny Farm: Phase 1.2 (completion of phase 1, started in 15/16) | %implementation as per project plan | Manager: PMU                            | 100      | 50%           | 50%            | Carry Over           | 50%                               | 50%    | G   | July: Construction is progressing well and is scheduled to be completed by 30 September<br>August: Construction is progressing well and phase 1.2 is scheduled to be completed by 30 September<br>September: The first phase of the bulk water pipeline to provide water to Destiny Farm has been completed   |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |
| TL36 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Upgrade of the Villiersdorp existing Waste Water Treatment Works: 2nd Civils Contract   | %implementation as per project plan | Manager: PMU                            | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | July: Implementation of the 2nd civils contract is dependant on the completion of the mechanical contract which is currently being implemented<br>August: Implementation of the 2nd civils contract is dependant on the completion of the mechanical contract which is currently being implemented<br>September: Implementation of the 2nd civils contract is dependant on the completion of the mechanical contract which is currently being implemented.<br><br>The trail operation period for the installed mechanical electrical works is scheduled to end 18 October where after the contractor will vacate the site   |                                  | n/a - No Performance; can't comment  |             |
| TL37 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Improved environmental management  | Basic Service Delivery | Public awareness of recycling and composting  | approved implementation plan        | Manager Water,Waste Water & Solid Waste | 1        | 1             | 1              | Carry Over           | 0                                 | 0      | N/A | July: Busy draughting draft implementation plan.  |                                  | n/a - No Performance; can't comment  |             |

| Ref  | Directorate        | National KPA           | Pre-determined Objectives   | Strategic Objective  | Municipal KPA          | KPI  | Unit of Measurement               | KPI Owner               | Baseline | Annual Target | Revised Target | KPI Calculation Type | Year-To-Date As At September 2016 |        |     | Departmental SDBIP Comments   | Departmental Corrective Measures  | IA Comments  | MM Comments   |
|------|--------------------|------------------------|---|--|------------------------|--|-----------------------------------|-------------------------|----------|---------------|----------------|----------------------|-----------------------------------|--------|-----|---|---|--|---|
|      |                    |                        |   |  |                        |  |                                   |                         |          |               |                |                      | Target                            | Actual | R   |   |   |  |   |
| TL38 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Extension of Waste Transfer Station: Grabouw (continuation & completion of project started in 2015/16) | %as per project Plan              | Manager: PMU            | 100      | 50%           | 50%            | Carry Over           | 5%                                | 20%    | B   | July: 20% of Construction completed for 2016/17 financial year.   |   | The actual performance and portfolio of evidence is valid, accurate and complete |   |
| TL39 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Upgrading of existing bulk sewer pipeline between Caledon/Midlyton and Waste Treatment Works (Phase 1) | %as per project Plan              | Manager: PMU            | 100      | 100%          | 100%           | Carry Over           | 5%                                | 5%     | G   | July: The evaluation of tender received has been completed and submitted for Bid Evaluation committee discussion.   |   | The actual performance and portfolio of evidence is valid, accurate and complete |   |
| TL40 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | New bulk sewer system low -cost housing development at Erf 289:RSE                                     | %as per project Plan              | Manager: PMU            | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | July: The town planning layout, design and tender documentation has been completed. An appointment via the Department Human Settlements contractor&#039;s database will be pursued  |   | n/a - No Performance; can't comment  |   |
| TL41 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | New bulk sewer system for the proposed low-cost housing development at Destiny Farm:Villiersdorp       | %as per project Plan              | Manager: PMU            | 100      | 100%          | 100%           | Carry Over           | 5%                                | 5%     | G   | July: Issuing of instructiof for the planning, investigation and Design   |   | The actual performance and portfolio of evidence is valid, accurate and complete |   |
| TL42 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Upgrade bulk water storage capacity: Completion of new reseivor RSE                                    | %as per project Plan              | Manager: PMU            | 100      | 50%           | 50%            | Carry Over           | 50%                               | 50%    | G   | July: Construction is progressing according to schedule and is expected to be completed by the contractual completion date in August<br>August: The project has reached practical completion stage. A snag list of outstanding items to be has been compiled<br>September: The taking over certificate has been issued. Project completed |   | The actual performance and portfolio of evidence is valid, accurate and complete |   |
| TL43 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Limit water losses to less than 20%  | % of unaccounted for water        | Manager: Civil services | 15       | 24%           | 24%            | Stand-Alone          | 0%                                | 0%     | N/A | July: Water Losses at 21.22% for the month of July<br>August: Water Losses at 25.48% for the month of August 2016<br>September: Current losses is 26%   | July: Implementation of the Water Loss reduction project plan and Water Demand and Conservation Strategy and monitoring thereof.<br>August: Implementation of the WDWC Strategy and Water loss reduction plan. Towns to meter all informal settlements.<br>September: Implementation of the Council Approved water loss reduction plan and Water demand and conservation plan | n/a - No Performance; can't comment  |   |
| TL44 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Report on the water loss reduction initiatives as per project plan                                     | Quarterly reporting to Management | Manager: Civil services | New      | 3             | 3              | Accumulative         | 0                                 | 0      | N/A |   |   | n/a - No Performance; can't comment  |   |
| TL45 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Upgrade of the stormwater systems in the TWK municipal area:Phukom, Villiersdorp                       | %as per project plan              | Manager: PMU            | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A |   |   | n/a - No Performance; can't comment  |   |
| TL46 | Technical Services | Basic Service Delivery | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | New waste transfer station Caledon   | %as per project plan              | Manager: PMU            | 50       | 100%          | 100%           | Carry Over           | 30%                               | 5%     | R   | July: Planning, Investigation and design in process.  | Planning, Investigation and design in process.  | The actual performance and portfolio of evidence is valid, accurate and complete | Project milestones were changed due to insufficient budget. Tender to be advertised during February 2017 for the project to be completed over two financial years. Additional funds will only be available in the 2017/18 financial year. |

| Ref  | Directorate        | National KPA                                 | Pre-determined Objectives   | Strategic Objective  | Municipal KPA          | KPI   | Unit of Measurement                | KPI Owner                                    | Baseline | Annual Target | Revised Target | KPI Calculation Type | Year-To-Date As At September 2016 |        |     | Departmental SDBIP Comments | Departmental Corrective Measures | IA Comments  | MM Comments |
|------|--------------------|--|---|--|------------------------|---|------------------------------------|--|----------|---------------|----------------|----------------------|-----------------------------------|--------|-----|-----------------------------|----------------------------------|--|-------------|
|      |                    |  |   |  |                        |   |                                    |  |          |               |                |                      | Target                            | Actual | R   |                             |                                  |  |             |
| TL47 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Upgrading and replacement of 11kV ringfeed in central business area (Victoria Street) | %as per project Plan               | DD: Electricity                              | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | September: On Program       |                                  | n/a - No Performance; can't comment  |             |
| TL48 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Replace miniature substation in Basil Newmark Street                                  | %as per project Plan               | DD: Electricity                              | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | September: On program       |                                  | n/a - No Performance; can't comment  |             |
| TL49 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Electrification of Santa  | %as per project Plan               | DD: Electricity                              | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | September: On Program       |                                  | n/a - No Performance; can't comment  |             |
| TL50 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Replace switchgear in MS industrial   | %as per project Plan               | DD: Electricity                              | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | September: On Program       |                                  | n/a - No Performance; can't comment  |             |
| TL51 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Replace and upgrade network De La Vigne: Greyton                                      | %as per project Plan               | DD: Electricity                              | 100      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | September: On Program       |                                  | n/a - No Performance; can't comment  |             |
| TL52 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Limit distribution losses for electricity to below 8.4%                               | % of unaccounted for electricity   | Manager: Electricity                         | 8.4      | 8.40%         | 8.40%          | Stand-Alone          | 0%                                | 0%     | N/A |                             |                                  | n/a - No Performance; can't comment  |             |
| TL53 | Technical Services | Basic Service Delivery                       | Implementation of three year infrastructure and basic services upgrade, expansion and replacement program linked to the MIG Program, Capital Reserve Development Program and development contribution program | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | High mast lighting for low-cost housing development: Grabouw                          | %as per project Plan               | DD: Electricity                              | New      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A | September: On program       |                                  | n/a - No Performance; can't comment  |             |
| TL54 | Technical Services | Basic Service Delivery                       | Conserve the natural environment and improve the quality of our living environment  | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Expansion of Cemetery in Caledon  | %as per project plan               | Manager: Environment and Disaster Management | New      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A |                             |                                  | n/a - No Performance; can't comment  |             |
| TL55 | Technical Services | Basic Service Delivery                       | Conserve the natural environment and improve the quality of our living environment  | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Submission of EIA on the expansion of Cemetery in Grabouw                             | Submission of application to DEADP | Manager: Environment and Disaster Management | New      | 1             | 1              | Carry Over           | 0                                 | 0      | N/A |                             |                                  | n/a - No Performance; can't comment  |             |
| TL56 | Technical Services | Municipal Financial Viability and Management | Improved Financial Management   | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements   | Basic Service Delivery | Submit report on status of Technical Services contracts to council                    | Number of reports submitted        | Director: Technical Services                 | New      | 4             | 4              | Accumulative         | 1                                 | 1      | G   |                             |                                  | The actual performance and portfolio of evidence is valid, accurate and complete |             |
| TL57 | Technical Services | Municipal Financial Viability and Management | Improved Financial Management   | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements   | Basic Service Delivery | 100% Spending of Capital of Grants and Loans  | %budget spent                      | Director: Technical Services                 | New      | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A |                             |                                  | n/a - No Performance; can't comment  |             |

**Summary of Results**

|                        |           |
|------------------------|-----------|
| KPI Not Yet Measured   | 22        |
| KPI Not Met            | 3         |
| KPI Almost Met         | 0         |
| KPI Met                | 7         |
| KPI Well Met           | 0         |
| KPI Extremely Well Met | 3         |
| <b>Total KPIs</b>      | <b>35</b> |



## Theewaterskloof Municipality DIRECTORATE: OPERATIONAL SERVICES

| Ref  | Directorate          | Pre-determined Objectives   | Strategic Objective  | Municipal KPA          | KPI  | Unit of Measurement                                   | KPI Owner                                | Baseline | Annual Target | Revised Target | KPI Calculation Type | Year-To-Date As At September 2016 |        |     |                             | IA Comments   | MM Comments  |
|------|----------------------|---|--|------------------------|--|---|--|----------|---------------|----------------|----------------------|-----------------------------------|--------|-----|-----------------------------|---|--|
|      |                      |   |  |                        |  |   |  |          |               |                |                      | Target                            | Actual | R   | Departmental SDBIP Comments |   |  |
| TL58 | Operational Services | Infrastructure and bulk upgrades  | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Develop scheduled maintenance programs per town with respect to water networks, sanitation networks, Roads & Stormwater, Sports and buildings. | Number of Maintenance Programs                        | Director: Operational Services           | 5        | 5             | 5              | Carry Over           | 5                                 | 0      | R   |                             | No Performance. The maintenance plans were submitted to the portfolio committee in October 2016, but no reporting were done until 30 September 2016 |  |
| TL59 | Operational Services | Implementation of Law Enforcement Strategy  | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Submit quarterly progress reports on the activities of Traffic and Law Enforcement   | Number of reports submitted                           | Director: Operational Services           | New      | 3             | 3              | Accumulative         | 0                                 | 0      | N/A |                             | n/a - No Performance; can't comment   |  |
| TL60 | Operational Services | Implementation of Law Enforcement Strategy  | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Establishment of community safety forum in Caledon and Grabouw   | Communtiy Safety forums established                   | Manager: Traffic                         | New      | 2             | 2              | Accumulative         | 0                                 | 0      | N/A |                             | n/a - No Performance; can't comment   |  |
| TL61 | Operational Services | The replication of sustainable concepts and methodologies developed as part of the Grabouw Sustainable Development Initiative | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Basic Service Delivery | Submit report on VPUU  | Quarterly report                                      | Program manager: Sustainable Development | 4        | 4             | 4              | Accumulative         | 1                                 | 1      | G   |                             | The actual performance and portfolio of evidence is valid, accurate and complete  |  |
| TL62 | Operational Services | Improved Financial Management   | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements   | Good Governance        | Submit report on status of Operational Services contracts to council   | Number of reports submitted                           | Director: Operational Services           | New      | 4             | 4              | Accumulative         | 1                                 | 1      | G   |                             | The actual performance and portfolio of evidence is valid, accurate and complete  | This KPI will be changed to monthly reporting with a target of 11 to be achieved. Noted that the contract reporting for the first three months was done during October 2016. |
| TL63 | Operational Services | Conserve the natural environment and improve the quality of our living environment  | Improved environmental management  | Good Governance        | Adopted Local Spatial Development Framework for Botrivier  | Local Spatial Development Framework tabled to Council | Director: Operational Services           |          | 1             | 1              | Carry Over           | 0                                 | 0      | N/A |                             | n/a - No Performance; can't comment   |  |
| TL64 | Operational Services | Upgrading and maintaining of municipal sport fields/grounds   | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Basic Service Delivery | Completion of Tesselaarsal Sports Field  | % as per project plan                                 | Administrator: Sports and Recreation     |          | 100%          | 100%           | Carry Over           | 0%                                | 0%     | N/A |                             | n/a - No Performance; can't comment   |  |

### Summary of Results

|                        |          |
|------------------------|----------|
| KPI Not Yet Measured   | 4        |
| KPI Not Met            | 1        |
| KPI Almost Met         | 0        |
| KPI Met                | 2        |
| KPI Well Met           | 0        |
| KPI Extremely Well Met | 0        |
| <b>Total KPIs</b>      | <b>7</b> |



**Theewaterskloof Municipality**  
**DIRECTORATE: DEVELOPMENT SERVICES**

| Ref  | Directorate          | Pre-determined Objectives  | Strategic Objective  | Municipal KPA              | KPI   | Unit of Measurement  | KPI Owner        | Baseline | Source of Evidence          | Annual Target | Revised Target | KPI Calculation Type | Year-To-Date As At September 2016 |        |     | Departmental SDBIP Comments   | Departmental Corrective Measures   | IA Comments   | MM Comments  |
|------|----------------------|--|--|----------------------------|---|--|------------------|----------|-----------------------------|---------------|----------------|----------------------|-----------------------------------|--------|-----|---|--|---|--|
|      |                      |  |  |                            |   |  |                  |          |                             |               |                |                      | Target                            | Actual | R   |   |  |   |  |
| TL65 | Development Services | Improved Communication and community involvement   | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Local Economic Development | Implementation of LED strategy                              | Successful implementation of 3 initiatives (Quarterly Report to portfolio) | Manager: LED     | New      | Portfolio minutes           | 4             | 4              | Accumulative         | 1                                 | 1      | G   | <b>September: LED:</b> Initiatives were reported at the Portfolio meeting held on 6 September 2016.   | <b>September: LED:</b> None  | The actual performance and portfolio of evidence is valid, accurate and complete  |  |
| TL66 | Development Services | Implement the Youth Development Strategy in line with National programs such as EPWP, CWP and the youth entrepreneurial project                    | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Local Economic Development | Number of work opportunities created through LED (EPWP&CWP) | Progress Report  | Manager: LED     | New      | Progress report to District | 380           | 380            | Carry Over           | 95                                | 66     | R   | <b>July:</b> Project not yet in implementation<br><b>August:</b> 15 Projects has been registered  | <b>September:</b> Projects are in implementation now and WO will be created  | According to the evidence submitted on IGNITE, 63 job opportunities were created. | Noted that the projects were delayed and have now been implemented and that the target will be achieved in the second quarter.   |
| TL67 | Development Services | Implement the Youth Development Strategy in line with National programs such as EPWP, CWP and the youth entrepreneurial project                    | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Local Economic Development | Develop a Sports Tourism Strategy                           | Approved Strategy  | Manager: LED     | New      | Minutes of Council Meeting  | 1             | 1              | Carry Over           | 0                                 | 0      | N/A | <b>September:</b> Awaiting the establishment of a Theewaterskloof Sport Forum in order to get assistance from DCAS to develop a Sports Tourism Strategy.  |  | n/a - No Performance; can't comment   |  |
| TL68 | Development Services | Implement the Youth Development Strategy in line with National programs such as EPWP, CWP and the youth entrepreneurial project                    | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Local Economic Development | Develop an Events Policy                                    | Approved Policy  | Manager: LED     |          | Minutes of Council Meeting  | 1             | 1              | Carry Over           | 0                                 | 0      | N/A | <b>July:</b> Work in progress.  | <b>July:</b> Event task team to comment on by-law and policy before item can be drafted for Council.   | n/a - No Performance; can't comment   |  |
| TL69 | Development Services | Implement the Youth Development Strategy in line with National programs such as EPWP, CWP and the youth entrepreneurial project                    | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Local Economic Development | Draft Events By-law   | Approved By-Law  | Manager: LED     |          | Minutes of Council Meeting  | 1             | 1              | Carry Over           | 0                                 | 0      | N/A |   |  | n/a - No Performance; can't comment   |  |
| TL70 | Development Services | Implement the Youth Development Strategy in line with National programs such as EPWP, CWP and the youth entrepreneurial project                    | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Local Economic Development | Investment Incentives Strategy                              | Approved Strategy  | Manager: LED     |          | Minutes of Council Meeting  | 1             | 1              | Carry Over           | 0                                 | 0      | N/A |   |  | n/a - No Performance; can't comment   |  |
| TL71 | Development Services | Implement the Youth Development Strategy in line with National programs such as EPWP, CWP and the youth entrepreneurial project                    | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Local Economic Development | Signed SLA for Small Farmers with DRDLR                     | Signed SLA   | Manager: LED     |          | Signed SLA                  | 1             | 1              | Carry Over           | 1                                 | 0      | R   | <b>September:</b> Task group established to develop an SOP for Small Farmers  | <b>September:</b> A Task Team has been established comprising of CPUT, Dept. of Agriculture, Breede Gouritz Catchment Management Agency, Dept of Rural Development, Dept of Water Affairs and various Water Boards. A SOP will be developed that will be implemented at all municipalities giving guidance to small farmers re the process to obtain land, water rights, assistance from various departments and municipalities. A draft will be available at the end of October 2016. | No Performance  | A draft SLA will be available by the end of October 2016. The whole process was delayed as a result of the consultation process and the availability of the task team members.   |
| TL72 | Development Services | Implement the Youth Development Strategy in line with National programs such as EPWP, CWP and the youth entrepreneurial project                    | Creating and enabling environment favourable for economic and human development in a sustainable manner  | Local Economic Development | Approval of the Tourism Funding Model to LTOs               | Approved Funding Model   | Manager: LED     |          | Minutes of Council Meeting  | 1             | 1              | Carry Over           | 0                                 | 0      | N/A | <b>July:</b> Item prepared for September Council session for approval.<br><b>September:</b> Item prepared to Council. Will serve at Management in September.  | <b>July:</b> Awaiting Council approval in September.   | n/a - No Performance; can't comment   |  |
| TL73 | Development Services | Implementation of the Human Settlements Program which includes programs such as IRDP, EHP & EPHP) & Provision and Implementation of serviced sites | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery     | Implementation of Housing Pipeline                          | %of budget(Capital) spent in line with Provincial allocation               | Manager: Housing | New      | Section 71 Report minutes   | 100%          | 100%           | Carry Over           | 15%                               | 7.50%  | R   | <b>July:</b> The Capital Budget amounts to R 7 212 660 and to date the capital expenditure is R 7 995 which results in 0.1% (R 7 995/ R 7 212 660) spending for the month of July 2016.<br><b>August:</b> The Total Budget amounts to R 7 212 660 and the capital spending for the month is R 596 thousand. to date capital spending amounts to R 8 591 (R 7 995+8 591) which results to 0.1% spending for the month of August 2016.<br><b>September:</b> The Total Budget amounts to R 7 212 660 and the capital spending for the month is R 533 318 thousand. to date capital spending amounts to R 541 909 (R 7 995+596+533 318) which results to 7.5% spending for the month of September 2016. | <b>September:</b> Not all projects has commenced yet   | The actual performance and portfolio of evidence is valid, accurate and complete  | The Riviersonderend and Waterworks projects were delayed due to challenges in the procurement process. It has now been agreed that the contractors be selected and appointment through a transversal tender process conducted by Provincial Department of Human Settlements (Framework agreement). |
| TL74 | Development Services | Implementation of the Human Settlements Program which includes programs such as IRDP, EHP & EPHP) & Provision and Implementation of serviced sites | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery     | Implementation of Housing Pipeline                          | %of budget(Operational) spent in lin with Provincial allocation            | Manager: Housing |          | Section 71 Report minutes   | 100%          | 100%           | Carry Over           | 20%                               | 4%     | R   | <b>September:</b> The total budget amount is R 44,364 m and the operational spending for the month is R 1 939 429.85 to date operational amounts to R 1 942 833.99( R 3 404.14+1939429.85) which results in 4% spending for the month of September 2016   | <b>September:</b> Expediting payment of contractors  | The actual performance and portfolio of evidence is valid, accurate and complete  | Projects for the construction of top structures were delayed due to challenges experienced with the procurement process and contractors will be appointed through the transversal tender process, i.e. the so-called framework agreement by the Provincial Department of Human Settlements.        |

| Ref  | Directorate          | Pre-determined Objectives  | Strategic Objective  | Municipal KPA          | KPI  | Unit of Measurement                           | KPI Owner              | Baseline | Source of Evidence                 | Annual Target | Revised Target | KPI Calculation Type | Year-To-Date As At September 2016 |        |     | IA Comments  | MM Comments  |  |  |
|------|----------------------|--|--|------------------------|--|---|------------------------|----------|------------------------------------|---------------|----------------|----------------------|-----------------------------------|--------|-----|--|--|--|--|
|      |                      |  |  |                        |  |   |                        |          |                                    |               |                |                      | Target                            | Actual | R   |  |  |  |  |
| TL75 | Development Services | Implementation of the Human Settlements Program which includes programs such as IRDP, EHP & EPHP) & Provision and Implementation of serviced sites | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Number of low cost houses transferred  | 100 transfers                                 | Manager: Housing       | New      | Title deeds                        | 100           | 100            | Carry Over           | 0                                 | 30     | B   | July: Claims for the Roodakke 95, Greyton 58 and Riviersonderend 295 projects was submitted to the Department of Human Settlements for conveyancing funding. An attorney will be appointed once the funding is received. 32 of the Botrivier 181 project has already transferred to the approved beneficiaries.    |  | The actual performance and portfolio of evidence is valid, accurate and complete |  |
| TL76 | Development Services | Implementation of the Human Settlements Program which includes programs such as IRDP, EHP & EPHP) & Provision and Implementation of serviced sites | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Submission of application to department HS for recoupment of funds spent on services installed at Bego street: RSE | Application submitted                         | Manager: Housing       | New      | Acknowledgement of receipt from HS | 1             | 1              | Carry Over           | 1                                 | 0      | R   | July: Conditional funding approval application to be drafted and submitted to the Provincial Department of Human Settlements by the end of August 2016.<br>August: The application has been formulated but still await the engineer's certificate from technical services.<br>September: Awaits Land Use Approval. | August: As soon as the certificate is received the application will be submitted.<br>September: Land use approval will be attached to the application and then submitted to Province | No Performance   | Noted and confirmed that Technical Services will provide completion certificate after which application will be submitted in October 2016.                                   |
| TL77 | Development Services | Implementation of the Human Settlements Program which includes programs such as IRDP, EHP & EPHP) & Provision and Implementation of serviced sites | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Develop Housing Consumer Education Policy  | Approved Policy                               | Manager: Housing       |          | Council Minutes                    | 1             | 1              | Carry Over           | 0                                 | 0      | N/A |  |  | n/a - No Performance; can't comment  |  |
| TL78 | Development Services | Implementation of the Human Settlements Program which includes programs such as IRDP, EHP & EPHP) & Provision and Implementation of serviced sites | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Land Invasion SOP (Legal and Operational activities)   | Approved SOP                                  | Manager: Housing       |          | Management Minutes                 | 1             | 1              | Carry Over           | 1                                 | 0      | R   | A draft SOP has been formulated incorporation with Operational Services  | The Draft SOP will be submitted by end of October  | No Performance   | A draft SOP was prepared and will be submitted to Management during October 2016.  |
| TL79 | Development Services | Implementation of the Human Settlements Program which includes programs such as IRDP, EHP & EPHP) & Provision and Implementation of serviced sites | Infrastructure and bulk upgrades, replacements and expansions in order to address infrastructure and bulk services backlogs, make provision for developmental strategies and improve sustainability in the process | Basic Service Delivery | Develop a Housing Stakeholder Communication Strategy   | Approved Strategy                             | Manager: Housing       |          | Council Minutes                    | 1             | 1              | Carry Over           | 0                                 | 0      | N/A |  |  | n/a - No Performance; can't comment  |  |
| TL80 | Development Services | Manage the municipality's natural resources (Reserves, public open spaces, waterways)  | Good Governance and Improve the auditing status of the Municipality  | Good Governance        | Review of Spatial Development Framework  | Approved SDF                                  | Manager: Town Planning | New      | Approved SDF & Council Minutes     | 1             | 1              | Carry Over           | 0                                 | 0      | N/A | July: Town Planning: Process is currently underway in collaboration with Province. Project team is in the process of finalising the process plan.<br>August: In process.<br>September: Town Planning: Item prepared to Council for approval of commencement of process.  | September: Item prepared to Council for approval of commencement of process.   | n/a - No Performance; can't comment  |  |
| TL81 | Development Services | Manage the municipality's natural resources (Reserves, public open spaces, waterways)  | Good Governance and Improve the auditing status of the Municipality  | Good Governance        | Approval of the Greyton Overlay Zone   | Approved Overlay Zone                         | Manager: Town Planning |          | Council Minutes                    | 1             | 1              | Carry Over           | 0                                 | 0      | N/A | July: Public participation is currently underway.<br>August: Currently in public participation.<br>September: Currently in PPP phase.  | September: Currently in PPP phase.   | n/a - No Performance; can't comment  |  |
| TL82 | Development Services | Continuous review of policies and delegations and by-laws  | Good Governance and Improve the auditing status of the Municipality  | Good Governance        | Adoption of Oversight report of Annual Report  | Adoption of Oversight report of Annual report | Manager: IDP           |          | Minutes of Council Meeting         | 1             | 1              | Carry Over           | 0                                 | 0      | N/A |  |  | n/a - No Performance; can't comment  |  |
| TL83 | Development Services | Improved Financial Management  | Improved Sustainable Financial Management of the Theewaterskloof Municipality and Execute Legislative requirements   | Financial Viability    | Submit report on status of Development Services contracts to council   | Number of reports submitted                   | DD: Development        | New      | Minutes of Council Meeting         | 4             | 4              | Accumulative         | 1                                 | 0      | R   | September: Report will serve at the end of October at Management   | Report will serve at the end of October at Management  | No Performance   | This KPI will be changed to monthly reporting with a target of 11 to be achieved. Noted that the contract reporting for the first three months was done during October 2016. |

**Summary of Results**

|                        |           |
|------------------------|-----------|
| KPI Not Yet Measured   | 10        |
| KPI Not Met            | 7         |
| KPI Almost Met         | 0         |
| KPI Met                | 1         |
| KPI Well Met           | 0         |
| KPI Extremely Well Met | 1         |
| <b>Total KPIs</b>      | <b>19</b> |

## Theewaterskloof Municipality INTERNAL AUDIT

| Ref  | Directorate    | Pre-determined Objectives            | Strategic Objective   | Municipal KPA   | KPI   | Unit of Measurement        | KPI Owner             | Baseline | Source of Evidence                | Annual Target | Revised Target | KPI Calculation Type | Year-To-Date As At September 2016 |        |    |                     | IA Comments  | MM Comments   |
|------|----------------|--------------------------------------|---|-----------------|---|----------------------------|-----------------------|----------|-----------------------------------|---------------|----------------|----------------------|-----------------------------------|--------|----|---------------------|--|---|
|      |                |                                      |   |                 |   |                            |                       |          |                                   |               |                |                      | Target                            | Actual | R  | Corrective Measures |  |   |
| TL85 | Internal Audit | Work towards obtaining a clean audit | Good Governance and Improve the auditing status of the Municipality | Good Governance | Execute the Internal Audit Programme                  | Number of audits completed | Chief Audit Executive | 39       | Minutes of Audit Committee        | 30            | 30             | Accumulative         | 6                                 | 7      | G2 |                     | <p><b>August:</b> The following items were submitted to the meeting of 31 August 2016: 1. Supply Chain Management Third Quarter, 2. Solid Waste Fourth Quarter Audit, 3. Human Resources Audit, 4. 2015/2016 Compliance Assessment, 5. Audit General Report – Follow-Up, 6. Internal Audit Follow-Up Reports &amp; 7. SDBIP Fourth Quarter 2015/2016 Audit</p> | The actual performance and portfolio of evidence is valid, accurate and complete  |
| TL86 | Internal Audit | Work towards obtaining a clean audit | Good Governance and Improve the auditing status of the Municipality | Good Governance | Audit the action plan to address AG findings annually | Number of audits completed | Chief Audit Executive | 1        | Minutes of the management meeting | 1             | 1              | Carry Over           | 1                                 | 0      | R  |                     | <p><b>September:</b> The audit was completed and the item submitted on Collaborator on 19/09/2016 (Reference - 223319). Due to no Management meetings taking place on 23/09/2016 and 30/09/2016 the item will be presented to Management in October 2016.</p>  | <p><b>September:</b> The item will be presented to Management in October 2016.</p> <p>No Performance</p> <p>Comments of the CAE is noted and it can be confirmed that the report was presented to Management during October 2016.</p> |

**Summary of Results**

|                   |          |
|-------------------|----------|
| KPI Not Yet Meas  | 0        |
| KPI Not Met       | 1        |
| KPI Almost Met    | 0        |
| KPI Met           | 0        |
| KPI Well Met      | 1        |
| KPI Extremely We  | 0        |
| <b>Total KPIs</b> | <b>2</b> |