2.4	Di unu	USSOL F	Norwalk		Vay Borformanco Indicator		W	Target (Year	Q	Quarterly Targets (Year 3) 2019/20			
Ref	Directorate	MSCOA Function	National Kpa	Strategic Objective	Key Performance Indicator	Unit of Measurement	Ward	3) 2019/20	Q1 Sep-19	Q2 Dec-19	Q3 Mar-20	Q4 Jun-20	
1	Financial and Administrative Services	Finance and Administration [Core function] - Administrative and Corporate Support	Institutional Development	Development and transformation of the institution to provide a people-centred human resources and administrative service to citizens, staff and Council	Review the Standing Rules of Order and submit to Council for approval by 30 September	Reviewed Standing Rules of Order submitted to Council for approval	All	1	1	0	0	0	
3	Financial and Administrative Services	Finance and Administration [Core function] - Human Resources	Municipal Transformation and Institutional Development	Development and transformation of the institution to provide a people-centred human resources and administrative service to citizens, staff and Council	The percentage of the municipality's personnel budget actually spent on implementing its workplace skills plan by 30 June[(Actual amount spent on training/total operational budget) x100]	% of the municipality's personnel budget spent on training by 30 June (Actual amount spent on training/total personnel budget) x100	All	0.50%	0%	0%	0%	0.50%	
8	Financial and Administrative Services	Finance and Administration [Core function] - Human Resources	Municipal Transformation and Institutional Development	Development and transformation of the institution to provide a people-centred human resources and administrative service to citizens, staff and Council	Fill 90% of budget vacancies by 30 June (Total budget vacancies filled/Total budgeted vacancies) x 100	Percentage of budgeted vacancies filled	All	90%	0%	0%	0%	90%	
9	Financial and Administrative Services	Finance and Administration [Core function] - Human Resources	Municipal Transformation and	Development and transformation of the institution to provide a people-centred human resources and administrative service to citizens, staff and Council	Review the Organogram and submit to Council by 31 March	Organogram submitted to Council	All	1	0	0	1	0	
11	Financial and Administrative Services	Finance and Administration [Core function] - Information Technology	Institutional Development	Development and transformation of the institution to provide a people-centred human resources and administrative service to citizens, staff and Council	Construct a ICT server room by 30 June 2020	ICT server room constructed	All	1	0	0	0	1	
12	Financial and Administrative Services		Municipal Transformation and	Development and transformation of the institution to provide a people-centred human resources and administrative service to citizens, staff and Council	Spend 90% of the approved budget for the upgrade of the ICT network infrastructure by 30 June 2020 [(Total expenditure on project/ Approved budget for the project)x100]	Percentage budget spent	All	90%	0%	0%	0%	90%	
15	Financial and Administrative Services	Finance and Administration [Core function] - Risk Management	Municipal Transformation and Institutional Development	Development and transformation of the institution to provide a people-centred human resources and administrative service to citizens, staff and Council	Complete the annual Risk Assessment and submit the strategic and operational risk register to the Risk Committee by 30 June	Strategic and operational risk register submitted to the Risk Committee	All	1	0	0	1	0	
16	Office of the Municipal Manager	Finance and Administration [Core function] - Human Resources	Institutional Development	Development and transformation of the institution to provide a people-centred human resources and administrative service to citizens, staff and Council	The number of people from employment equity target groups employed in the three highest levels of management in compliance with the equity plan as at 30 June	Number of people employed	All	1	0	0	0	1	
20	Integrated Development Services	Housing [Non-core Function] - Housing	Basic Service Delivery	Enable a resilient, sustainable, quality and inclusive living environment and human settlements i.e. Housing development and informal settlement upgrade	Construct 100 top structures in Lamberts Bay Pr.No.114 by 30 June	Number of top structures constructed	5	100	0	0	0	100	
29	Integrated Development Services	Planning and Development [Core function] - Economic Development/Planning	Local Economic Development	Facilitate, expand and nurture sustainable economic growth and eradicate poverty	Conduct training initiatives with SMME's during the financial year	Number of training initiatives conducted	All	4	0	2	0	2	

								Target (Year	Quarterly Targets (Year 3) 2019/20				
Ref	Directorate	MSCOA Function	National Kpa	Strategic Objective	Key Performance Indicator	Unit of Measurement	Ward	3) 2019/20	Q1	Q2	Q3	Q4	
31	Integrated Development Services	Planning and Development [Core function] - Economic Development/Planning	Local Economic Development	Facilitate, expand and nurture sustainable economic growth and eradicate poverty	Conduct an Investment Promotion Indaba by 30 June	Investment Promotion Indaba conducted	All	1	Sep-19 0	Dec-19 0	Mar-20 0	Jun-20 1	
32	Integrated Development Services	Planning and Development [Core function] - Economic Development/Planning	Local Economic Development	Facilitate, expand and nurture sustainable economic growth and eradicate poverty	Develop a Investment Incentives Policy and submit to Council by 31 March	Investment Incentives Policy submitted to Council	All	1	0	0	0	1	
33	Integrated Development Services	Planning and Development [Core function] - Economic Development/Planning	Local Economic Development	Facilitate, expand and nurture sustainable economic growth and eradicate poverty	Spend 90% of the approved project budget to assist the elderly with transport (Graafwater to Clanwilliam) by 30 June [(Total expenditure on project/ Approved budget for the project) x100]	Percentage budget spend	3; 4	90%	0%	0%	0%	90%	
34	Office of the Municipal Manager	Planning and Development [Core function] - Economic Development/Planning	Local Economic Development	Facilitate, expand and nurture sustainable economic growth and eradicate poverty	Create jobs opportunities in terms of EPWP by 30 June	Number of job opportunities created in terms of EPWP	All	200	0	0	0	200	
35	Financial and Administrative Services	Finance and Administration [Core function] - Budget and Treasury Office	Municipal Financial Viability and Management	Financial viability and economically sustainability	Submit the draft main budget to Council for approval by 31 March	Draft main budget submitted to Council for approval	All	1	0	0	1	0	
36	Financial and Administrative Services	Finance and Administration [Core function] - Budget and Treasury Office	Municipal Financial Viability and Management	Financial viability and economically sustainability	Submit the adjustments budget to Council for approval by 28 February	Adjustment budget submitted to Council for approval	All	1	0	0	1	0	
37	Financial and Administrative Services	Finance and Administration [Core function] - Finance	Municipal Financial Viability and Management	Financial viability and economically sustainability	The percentage of the municipal capital budget actually spent on capital projects by 30 June [(Amount actually spent on capital projects/ Amount budgeted for capital projects)x100]	% of capital budget spent on capital projects by 30 June	All	90%	0%	0%	0%	90%	
38	Financial and Administrative Services	Finance and Administration [Core function] - Finance	Municipal Financial Viability and Management	Financial viability and economically sustainability	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	% of debt coverage	All	45%	0%	0%	0%	45%	
39	Financial and Administrative Services	Finance and Administration [Core function] - Finance	Municipal Financial Viability and Management	Financial viability and economically sustainability	Financial viability measured in terms of the outstanding service debtors as at 30 June (Total outstanding service debtors/ revenue received for services)	% of outstanding service debtors	All	30%	0%	0%	0%	30%	
40	Financial and Administrative Services	Finance and Administration [Core function] - Finance	Municipal Financial Viability and Management	Financial viability and economically sustainability	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Number of months it takes to cover fix operating expenditure with available cash	All	1	0	0	0	1	

Ref	Directorate	MSCOA Function	National Kpa	Strategic Objective	Key Performance Indicator	Unit of Measurement	Ward	Target (Year	Q	uarterly Targets	s (Year 3) 2019/	20
Ker	Directorate	MSCOA Function	National Kpa	Strategic Objective	key Performance Indicator	unit of measurement	Ward	3) 2019/20	Q1	Q2	Q3	Q4
									Sep-19	Dec-19	Mar-20	Jun-20
41	Financial and Administrative Services	Finance and Administration [Core function] - Finance	Municipal Financial Viability and Management	Financial viability and economically sustainability	Spent 90% of the Financial Management Grant by 30 June [(Total actual grant expenditure/Total grant allocation received) x100]	% of FMG grant spent	All	90%	0%	0%	0%	90%
42	Financial and Administrative Services	Finance and Administration [Core function] - Finance	Municipal Financial Viability and Management	Financial viability and economically sustainability	Submit financial statements to the Auditor-General by 31 August	Approved financial statements submitted to the Auditor-General	All	1	1	0	0	0
43	Financial and Administrative Services	Finance and Administration [Core function] - Finance	Municipal Financial Viability and Management	Financial viability and economically sustainability	Achievement of a payment percentage of 85% quarterly ((Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue) x 100	Payment % achieved	All	85%	85%	85%	85%	85%
44	Financial and Administrative Services	Finance and Administration [Core function] - Finance	Municipal Financial Viability and Management	Financial viability and economically sustainability	Achieve an unqualified audit opinion by 31 March for the financial year	Unqualified Audit opinion received	All	1	0	0	1	0
45	Financial and Administrative Services		Good Governance and Public Participation	Good Governance, Community Development & Public Participation	Spend 90% of approved maintenance budget for municipal buildings by 30 June	Percentage budget spent	All	90%	0%	0%	0%	90%
46	Financial and Administrative Services	Internal Audit [Core function] - Governance Function		Good Governance, Community Development & Public Participation	Address 100% of Audit finding by 30 June	Percentage of Audit finding addressed	All	100%	0%	0%	0%	100%
49	Office of the Municipal Manager	Finance and Administration [Core function] - Risk Management	Good Governance and Public Participation	Good Governance, Community Development & Public Participation	Develop and submit the risk based audit plan to the Audit Committee by 30 June	Risk based audit plan submitted to the Audit Committee	All	1	0	0	0	1
50	Office of the Municipal Manager	Internal Audit [Core function] - Governance Function		Good Governance, Community Development & Public Participation	Draft the annual performance report and submit to the Auditor-General by 31 August	Annual performance report for 2017/18 drafted and submitted to the Auditor-General	All	1	1	0	0	0
51	Office of the Municipal Manager	Planning and Development [Core function] - Economic Development/Planning		Good Governance, Community Development & Public Participation	Compile and submit the draft annual report for 2017/18 to Council by 31 January	Draft annual report for 2017/18 submitted to Council	All	1	0	0	1	0
52	Office of the Municipal Manager			Good Governance, Community Development & Public Participation	Compile and submit the final annual report and oversight report to Council by 31 March	Final annual report and oversight report for 2017/18 submitted to Council	All	1	0	0	1	0

Ref	Directorate	MSCOA Function	National Kpa	Strategic Objective	Key Performance Indicator	Unit of Measurement	Ward	Target (Year	Q	uarterly Targets	(Year 3) 2019/2	20
Kei	Directorate	M3COA FUNCTION	Νατιστίαι κρα	Strategic Objective	key Performance mulcator	Offic of Measurefilefic	Walu	3) 2019/20	Q1	Q2	Q3	Q4
53	Office of the Municipal Manager	Planning and Development [Core function] - Economic Development/Planning	Good Governance and Public Participation	Good Governance, Community Development & Public Participation	Submit the final reviewed IDP to Council by 31 May	Final IDP submitted to Council	All	1	Sep-19 0	Dec-19 0	Mar-20 0	Jun-20 1
54	Financial and Administrative Services	Electricity [Core function] - Electricity	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Number of formal residential properties connected to the municipal electrical infrastructure network (credit and prepaid electrical metering) (Excluding Eskom areas) and billed for the service as at 30 June	Number of residential properties which are billed for electricity or have pre-paid meters (Excluding Eskom areas)	All	7 934	7 934	7 934	7 934	7 934
55	Financial and Administrative Services	Electricity [Core function] - Electricity	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Provide free basic electricity to indigent households as per the requirements in the indigent policy as at 30 June	Number of households receiving free basic electricity	All	1 920	1 920	1 920	1 920	1 920
56	Financial and Administrative Services	Finance and Administration [Core function] - Finance	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Register unregister commercial farmers of Graafwater on the financial billing system by 30 September	Number of unregister users registered	5	0	0	0	0	0
57	Financial and Administrative Services	Waste Management [Core function] - Solid Waste Removal	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Number of formal residential properties for which refuse is removed once per week and billed for the service as at 30 June	Number of residential properties which are billed for refuse removal	All	5 711	5 711	5 711	5 711	5 711
58	Financial and Administrative Services	Waste Management [Core function] - Solid Waste Removal	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Provide free basic refuse removal to indigent households as per the requirements in the indigent policy as at 30 June	Number of households receiving free basic refuse removal	All	2 026	2 026	2 026	2 026	2 026
59	Financial and Administrative Services	Waste Water Management [Core function] - Sewerage	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Number of formal residential properties connected to the municipal waste water sanitation/sewerage network for sewerage service, irrespective of the number of water closets (toilets) and billed for the service as at 30 June	Number of residential properties which are billed for sewerage	All	4 644	4 644	4 644	4 644	4 644
60	Financial and Administrative Services	Waste Water Management [Core function] - Sewerage	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Provide free basic sanitation to indigent households as per the requirements in the indigent policy as at 30 June	Number of households receiving free basic sanitation services	All	1 994	1 994	1 994	1 994	1 994
61	Financial and Administrative Services	Water Management [Core function] - Water Distribution	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Number of formal residential properties that receive piped water (credit and prepaid water) that is connected to the municipal water infrastructure network and billed for the service as at 30 June	Number of residential properties which are billed for water or have pre-paid meters	All	5 604	5 604	5 604	5 604	5 604
62	Financial and Administrative Services	Water Management [Core function] - Water Distribution	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Provide free basic water to indigent households as per the requirements in the indigent policy as at 30 June	Number of households receiving free basic water	All	2 010	2 010	2 010	2 010	2 010
66	Integrated Development Services	Sport and Recreation [Core function] - Recreational Facilities	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the approved project budget for the beautification of in Elands Bay parks and open spaces [(Total expenditure on project/ Approved budget for the project) x100]	Percentage budget spent	5	90%	0%	0%	0%	90%

								Target (Year	Q	uarterly Targets	(Year 3) 2019/2	0
Ref	Directorate	MSCOA Function	National Kpa	Strategic Objective	Key Performance Indicator	Unit of Measurement	Ward	3) 2019/20	Q1 Sep-19	Q2 Dec-19	Q3 Mar-20	Q4 Jun-20
69	Office of the Municipal Manager	Community and Social Services [Core function] - Community Halls and Facilities	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the approved project budget for the upgrade of community facilities by the end of June {(Actual expenditure divided by the total approved project budget) x 100}	% of budget spent	All	90%	0%	0%	0%	90%
70	Office of the Municipal Manager	Electricity [Core function] - Electricity	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the capital budget on phase 3 of the Lamberts Bay Housing Bulk Electricity Upgrade by 30 June [(Total expenditure on the project/ Approved budget for the project) x100]	% of capital budget spent	5	90%	0%	0%	0%	90%
71	Office of the Municipal Manager	Electricity [Core function] - Electricity	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the approved maintenance budget for electricity services by 30 June [(Total expenditure on maintenance/ Approved budget for maintenance) x100]	% maintenance budget spent	All	90%	0%	0%	0%	90%
72	Office of the Municipal Manager	Electricity [Core function] - Electricity	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the capital budget approved for the upgrade of the electricity network within Cederberg by 30 June [(Total expenditure on project/ Approved budget for the project) x100]	% of capital budget spent	All	90%	0%	0%	0%	90%
75	Office of the Municipal Manager	Electricity [Core function] - Street Lighting and Signal Systems	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the capital budget approved for the replacement of street lights in Cederberg by 30 June [(Total expenditure on project/ Approved budget for the project) x100]	% of capital budget spent	All	90%	0%	0%	0%	90%
76	Office of the Municipal Manager	Electricity [Core function] - Street Lighting and Signal Systems	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of approved budget for the provision of additional streetlights and spotlights by 30 June 2019 [(Total expenditure on project/ Approved budget for the project)x100]	Percentage budget spent	2;3;5	90%	0%	0%	0%	90%
78	Office of the Municipal Manager	Planning and Development [Core function] - Project Management Unit	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 100% of the MIG grant by 30 June [(Total expenditure on MIG Grant/ Approved MIG allocation) x100]	% of budget spent	All	100%	0%	0%	0%	100%
80	Office of the Municipal Manager	Road Transport [Core function] - Roads	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the maintenance budget for roads and stormwater by 30 June [[Total expenditure on maintenance/ Approved budget for maintenance)x100]	% maintenance budget spent	All	90%	0%	0%	0%	90%
81	Office of the Municipal Manager	Road Transport [Core function] - Roads	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the capital budget approved for the upgrade of roads in Clanwilliam by 30 June [(Total expenditure on project/Approved budget for the project)x100]	% of capital budget spent	3	90%	0%	0%	0%	90%
82	Office of the Municipal Manager	Road Transport [Core function] - Roads	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the capital budget approved for the upgrade of roads in Cederberg by 30 June [(Total expenditure on project/ Approved budget for the project) x100]	% of capital budget spent	2	90%	0%	0%	0%	90%
83	Office of the Municipal Manager	Road Transport [Core function] - Roads	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Construct speedhumps in Bosdorp by 30 June	Number of speedhumps constructed	5,6	0	0	0	0	0

		MSCOA Function		a Strategic Objective	Key Performance Indicator	Unit of Measurement	Ward	Target (Year	Quarterly Targets (Year 3) 2019/20				
Ref	Directorate		National Kpa					3) 2019/20	Q1	Q2	Q3	Q4	
									Sep-19	Dec-19	Mar-20	Jun-20	
84	Office of the Municipal Manager	Sport and Recreation [Core function] - Sports Grounds and Stadiums	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the approved budget for the upgrade of the Clanwilliam Sports Field by 30 June	% of budget spent	3	90%	0%	0%	0%	90%	
85	Office of the Municipal Manager	Waste Management [Core function] - Solid Waste Disposal (Landfill Sites)	Basic Service Delivery	improve and sustain basic service delivery and infrastructure development	Report bi-annually to Council during the financial year on the progress made with the implementation of the regional dump site plan as per agreement with West Coast DM	Number of report submitted	All	2	0	1	0	1	
87	Office of the Municipal Manager	Waste Water Management [Core function] - Waste Water Treatment	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the approved budget for the desalination plant - Lamberts Bay by 30 June	% of budget spent	5	90%	0%	0%	0%	90%	
88	Office of the Municipal Manager	Waste Water Management [Core function] - Waste Water Treatment	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Spend 90% of the approved budget for the Citrusdal WWTW by 30 June	% of budget spent	2	90%	0%	0%	0%	90%	
89	Office of the Municipal Manager	Waste Water Management [Core function] - Waste Water Treatment	Basic Service Delivery	improve and sustain basic service delivery and infrastructure development	Spend 90% of the approved maintenance budget for waste water by 30 June [(Total expenditure on maintenance/ Approved budget for maintenance)x100]	% maintenance budget spent	All	90%	0%	0%	0%	90%	
91	Office of the Municipal Manager	Water Management [Core function] - Water Distribution	Basic Service Delivery	improve and sustain basic service delivery and	Spend 90% of the approved maintenance budget for water by 30 June [(Total expenditure on maintenance/ Approved budget for maintenance) x100]	% maintenance budget spent	All	90%	0%	0%	0%	90%	
92	Office of the Municipal Manager	Water Management [Core function] - Water Distribution	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Replace 150 water meters by 30 June	Number of waters meters replaced	All	150	0	0	0	150	
93	Office of the Municipal Manager	Water Management [Core function] - Water Distribution	Basic Service Delivery	,	Limit unaccounted for water to less than 15% by 30 June {(Number of Kilolitres Water Purchased or Purified - Number of Kilolitres Water Sold (incl free basic water) / Number of Kilolitres Water Purchased or Purified x 1001	% unaccounted water	All	15%	0%	0%	0%	15%	
94	Office of the Municipal Manager	Water Management [Core function] - Water Storage	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	Complete the construction of a 1.5 Megalitre reservoir in Graafwater by 31 December	Project completed	5	0	0	1	0	0	
96	Office of the Municipal Manager	Water Management [Core function] - Water Treatment	Basic Service Delivery	Improve and sustain basic service delivery and infrastructure development	95% of the water samples comply with SANS 241 micro biological parameters {(Number of water samples that comply with SANS 241 indicators/Number of water samples tested) x1003	% of water samples complying with SANS 241 micro biological parameters	All	95%	95%	95%	95%	95%	
98	Integrated Development Services	Planning and Development [Core function] - Development Facilitation	Basic Service Delivery	To facilitate social cohesion, safe and healthy communities	Spend 90% of the approved project budget to assist vulnerable groups [(Total expenditure on project/Approved budget for the project)x100]	Percentage budget spent	5	90%	0%	0%	0%	90%	