

# ANNUAL PERFORMANCE REPORT

ADJUSTED



2015/16 FINANCIAL YEAR

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## Section A

### 1. Introduction

Section 46 (1) and (2) of the Local Government: Municipal Systems Act, Act 32 of 2000 requires municipalities to prepare for each year a performance report reflecting, the performance of the municipality and each service provider during the financial year. The annual performance report must reflect a comparison of performance with targets set for the year under review and performances in the previous financial year. Section 121 (2) (c) of the Local Government: Municipal Finance Management Act further states that the annual performance report should form part of the municipal's annual report. Polokwane Municipality's 2015/16 Annual Performance Report has been prepared in line with the provisions of the Municipal Systems Act and the Municipal Finance Management Act.

The 2015/16 Approved Service Delivery and Budget Implementation Plan that was approved by the Executive Mayor, Cllr TP Nkadameng in June 2015 captured the performance targets of the municipality for the 2015/16 financial year. The 2015/16 Approved SDBIP translated the 2015/16 Integrated Development Plan's objectives and performance targets and the 2015/16 Tabled Budget of the municipality into an implementable quarterly performance monitoring tool that was used to measure the performance of the municipality. The 2015/16 Approved SDBIP was reviewed in February 2016 through a Council Resolution after Council approved an Adjustment Budget in February 2016.

The Service Delivery and Budget Implementation Plan (SDBIP) is a tool that enables both the political and administrative component of the municipality to monitor, evaluate and report institutional performance. The SDBIP enables the municipality to compile quarterly institutional performance reports, mid-year performance reports and annual performance report.

### 2. Polokwane Municipality Performance Management Process

Section 38 (a) of the Local Government: Municipal Systems Act 32 of 2000 requires municipalities to establish a performance management system that is commensurate with their resources and best suit its circumstances. Polokwane Municipality adopted a PMS Framework in 2011. The Framework guides how performance management system is undertaken and prescribes the development of the PMS policy to ensure the implementation of the Framework. PMS Policy was developed and adopted by Council in June 2014.

The following are the reporting cycle of the municipality:

- Quarterly reporting
- Mid-Year reporting
- Annual reporting

#### 2.1 Automated Performance Management System

Polokwane Municipality migrated from a manual performance management system to automated performance management system. The municipality entered into a three year contract with the Institute for Performance Management (IPM) in June 2015 for an automated performance management system. IPM uses a web-based performance management solution whereby the approved SDBIP is loaded into a web system. Reporting and auditing of performance information is done on the system. The system has different user protocols that defines access to the system for different users. The 2015/16 Annual Performance Report was generated from the IPM's automated performance management system. The final review of the Annual Performance Report was done outside the system.

### **3. Auditor-General's issues raised in the 2014/15 Annual Report and Management's corrective measures**

The 2014/15 Report issued by the office of the Auditor-General highlighted issues that need to be corrected by management of Polokwane Municipality. The issues included compliance to legislation, internal controls and governance related issues. Management of Polokwane Municipality developed an Audit Action Plan to address the issues raised in the Auditor-General's Report. The Audit Action Plan was submitted to Auditor-General for their comments on the measures that management were putting in place to address the issues raised and comments were received from the Auditor-General's office. This was done to ensure that management measures are adequate to correct the issues raised.

Management was responsible for the implementation of the 2014/15 AG Action Plan. Coordination and the monitoring for the implementation of the Action Plan was done through the office of the Chief Financial Officer and Internal Audit. In terms of providing oversight to the process, two (2) Mayoral Committee Chairpersons, MMC for Finance and Governance were part of the process. Meetings were scheduled and held on Mondays to monitor progress on the implementation of the 2014/15 AG Action Plan. Furthermore, the 2014/15 AG Action Plan was a standing item on the municipal's audit committee meetings.

The table below presents the issues raised by the Auditor-General during the 2014/15 financial year and the management corrective actions.

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
1	<b>Assets disposed not agreeing to the financial statements</b>	Disposals it was noted that the council approved an amount of R471,596.41 that had been identified by management as redundant assets that were no longer of use to the municipality to be disposed-off, while the amount of disposals in the fixed asset register amounted to R3,794,098.23	<p>Reconciliation of the Dispossessed off Assets from FAR to AFS to be made at year.</p> <p>The list of disposal to council to be monitored through the review of the manager and the reconciliation between the FAR, AFS and the Disposal list to be done and filed for Audit Purposes.</p>	<p><b>Initial Progress.</b> The issue was resolved during the audit. The reconciliation was submitted to the AGSA auditors.</p> <p><b>Subsequent Progress</b> The reconciliation is done on monthly basis by assets management SBU.</p>	Reconciliation and auditor's response on the Finding	<p><b>Resolved.</b> The finding was resolved during the audit.</p> <p>Internal Audit verified these reconciliations on a sample basis</p>	<p><b>Initial Comments</b> Management action was to perform reconciliation at year-end. However, In column G indicated that the issue is resolved because the finding was resolved during the audit.</p> <p>It is true that the issue was resolved, but management action is not in line auditor's conclusion which recommended a control to ensure that council approval is obtained on time.</p> <p>Assets reconciliation is also important, but need to be performed monthly because year-end might be too late to rectify issues identified considering the size of the municipality and its assets.</p> <p><b>Subsequent Comments</b> Subsequent Comments were not received from</p>

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
							AGSA; however Internal Audit verified on a sample these reconciliations on a sample basis.
	<b>Municipal assets that were not included in the asset register</b>	Municipal assets that were not included in the asset register	Management to conduct the detailed verification to ensure the completeness of the asset register and existence of all assets categories	<p><b>Initial Progress</b></p> <p>In-Progress Year end issue- The verification of Assets has commenced and the affected asset categories have been prioritised.</p> <p>The final and complete asset register will be available once the verification is complete. All variances to be corrected after the verification process including correction of prior period error journals.</p> <p><b>Subsequent Progress</b></p> <p>The final and complete fixed assets register will be submitted to Internal Audit on the 11 August 2016 for review.</p>	Verification Report and the adjustment journal	<p><b>In Progress.</b> During the finalisation of Assets Management Internal Audit review we confirmed that physical verification of municipal assets is still underway.</p> <p>Internal Audit will only be able to confirm completeness of the asset register once this process is done on the 11 August 2016.</p>	Satisfied with the action proposed
3	<b>Infrastructure assets could not be verified for existence</b>	Infrastructure assets could not be verified for existence	Management to conduct the detailed verification to ensure the completeness of the asset register and existence of all assets categories	<p><b>Initial Progress</b></p> <p>In-Progress and Year end issue- The verification of Assets has commenced and the affected asset categories have been prioritised.</p> <p>The final and complete asset</p>	Verification Report and the adjustment journal	<b>Resolved.</b> During Assets Management Internal Audit review conducted between May - June 2016 Infrastructure assets sampled were physically verified for existence.	Satisfied with the action proposed

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				<p>register will be available once the verification is complete. All variances to be corrected after the verification process including correction of prior period error journals.</p> <p><b>Subsequent Progress</b> The final and complete fixed assets register will be submitted to Internal Audit on the 11 August 2016 for review.</p>			
4	<b>PPE - No monthly reconciliations performed</b>	We noted there were no monthly reconciliations performed on the Asset Register to General Ledger	Reconciliation between the records and the Assets register to be performed and reviewed by assets manager	<b>Resolved.</b> Reconciliations are now performed on monthly basis and signed off by the Manager. The reconciliation on CAPEX includes the work in progress and the completed projects.	Monthly signed off Reconciliations	<p><b>Resolved.</b> Inspected the reconciliation on the CAPEX projects (both completed and in progress) and confirmed that the reconciliation are performed on a monthly basis.</p> <p>Internal Audit re-performed the CAPEX reconciliation on sample basis and confirmed that they are done correctly</p>	Satisfied with the action proposed

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
5	<b>PPE- Differences between additions amount in Fixed Asset Register (FAR), and supporting documentation</b>	Additions amounts per the FAR do not agree to the supporting documentation submitted by management.	Reconciliation between the records and the Assets register to be performed and reviewed by assets manager	Resolved. The issues relates to BRT expenditure. The reconciliation of the expenditure vouchers was done for Exception 48 on the management letter. Please refer to sheet 9.	Reconciliation and the expenditure voucher.	<b>Resolved.</b> It was confirmed through inspection that the reconciliation of the BRT expenditure vouchers to the FAR was performed by Assets Management SBU and amount per recon ties to the amount disclosed in the assets register and AFS.	Satisfied with the action proposed, However, prior year error adjustment should be made and disclosed in the 2015-16 financial year
6	<b>Land valuation and ownership</b>	It was noted that land is revalued at periodical intervals which were deliberately set to coincide with the timing of the issuance of a new valuation roll so that at any given time, the value as per valuation roll ties to the value of land in the asset register	Reconciliation between the records (Valuation Roll) and the Assets register to be performed and reviewed by assets manager.  Correction of prior period error to be made once the whole population have been reconciled	<b>Initial Progress</b> In-Progress Year end issue, the process of reconciling the valuation roll and the land register is underway and the correction will be made once the exercise is done.  <b>Subsequent Progress</b> Improved communication between SCM SBU and Land use SBU on a monthly basis in terms appointments of leases	Spatial Reconciliation of Cadastral and FAR at Year-end	<b>Resolved.</b> During Assets Management Internal Audit review conducted between May - June 2016 completeness of the properties from valuation roll to the fixed assets register was audited satisfactorily on sample basis.	<b>Initial Comments</b> Management indicated that they will perform reconciliation between Valuation roll and assets register at year-end. The timing of the action might be too late considering the number of assets municipality is having and this might impact on the time to make follow-up on identified exceptions, if any.  The Uncorrected misstatement should be adjusted in the 2015-16 financial year to avoid the amount been material when aggregated with other misstatements.



No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
							<p><b>Subsequent Comments</b></p> <p>Subsequent Comments were not received from AGSA; however Internal Audit verified completeness of the properties from valuation roll to the fixed assets register on a sample basis</p>
7	<b>EX.94 - Incorrect interest rate used for the amortization of payments on leased assets</b>	Statement it was found that the municipality recalculated the interest relating to the leased assets using the payment at the beginning of the period instead of at the end of the period resulting in the interest mismatch	<p>The amortization table have been made and awaiting for the journal to be processed and update the prior period error note.</p> <p>The finance lease amortisation will be reviewed for the correctness, the accuracy and the completeness by the manager and signed off by the CFO</p>	<b>Initial Progress</b> The amortization table have been made and awaiting for the journal to be processed and update the prior period error note	Amortisation table and Correction Journal	<b>Resolved.</b> Inspected adjusted amortization table and confirm that correct interest rate is used.	<p>Management action is to prepare amortisation table to address utilisation of incorrect rate. This action is not appropriate for the following reasons;</p> <ol style="list-style-type: none"> <li>1. The amortisation table was there, but not reviewed by senior official</li> <li>2. Preparation only is not sufficient to ensure that correct rate is used</li> <li>3. The question we need to address is why the table was not reviewed; was it because of capacity or was it because someone neglected to perform their duties?</li> </ol> <p>Management need to align the action with the root</p>

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							cause
8	<b>EX.22 - Inappropriate useful lives for Intangible assets</b>	From the review of the intangible asset register it was noted that the he useful lives for the following assets were above the prescribed and reasonable useful lives as expected from intangibles assets	Useful lives of each classes of assets to be reviewed in line with GRAP 17	The Asset Management have the program with activities to be done for each class of assets. The reviewal of useful lives for each category of assets will be done as this activity is part and parcel of the program.	Reviewal of useful life report and the Asset Register	<b>Resolved.</b> During Assets Management Internal Audit review conducted between May - June 2016 appropriateness of useful lives for Intangible assets was audited satisfactorily on the Intangible Assets Register	Management root cause is more like the impact.  What caused management to have arrived at an inappropriate useful life, what is because of lack of documented guidance on what to consider when evaluating or assessing useful life, what is because of in adequate knowledge/skills.?  The correct root cause need to be identified so that correct actions can be taken.
<b>INVESTMENT PROPERTIES</b>							
9	<b>Insufficient disclosure for investment properties in the financial statements</b>	Investment property on note 8.2: <ul style="list-style-type: none"> <li>• Whether or not there is investment property held under an operating lease</li> <li>• The significant assumption used in fair valuing the property.</li> <li>• The revenue generated form investment property.</li> <li>• The operating expenses</li> </ul>	Compilation of AFS process plan that will have the GRAP compliant checklist to ensure that all reporting requirements are dealt with.	Resolved during the audit	Adjusted AFS	<b>Resolved.</b> Inspected management letter confirmed the finding was resolved and the disclosure on the investment property was made on the adjusted AFS.  Furthermore management has compiled AFS process plan to ensure that all	satisfied with the action, However, management should document the root cause and make sure it is addressed

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
		relating to commercial investment property				reporting requirements are dealt with	
<b>CONTINGENT LIABILITIES</b>							
10	<b>EX.95 - Litigation claims not included in the disclosure note</b>	During the audit it was discovered that the entity had not disclosed certain litigation claims that lawyers confirmed to be possible litigation claims	All cases (both applications and summonses) are to be included in the index book. Towards financial year end, a schedule of pending cases is requested from the Service Providers where after BTO is informed of all the pending cases as at financial year end. The schedule only includes pending cases as finalised cases are removed from the schedule.	Schedule of application proceedings requested from service providers (Attorneys )	Index book	<b>Resolved</b> - Inspected list of application proceedings and verified that all applications on the list are recorded in the Index Book (Register) and will be forwarded to BTO for inclusion in the AFS for reporting. Internal Audit monitors monthly control to ensure completeness of all application proceedings against municipality	Management need to have a detailed plan how they will make sure that all cases are included. It can be in a form of year-end reporting procedure manual, indicating things to be done to ensure that all information needed for financial reporting is collected and collated  Root cause need to be documented and addressed
11	<b>Not all pending cases disclosed in the financial statements</b>	The amount of contingent liabilities disclosed per financial statements does not agree to the confirmation received from Legal counsel	Recon between the list of cases and the disclosure note to be performed at year end. Litigation schedule to be reconciled against the confirmation from the legal advisors.	Resolved. Receipt of all correspondence and court process is centralised to the office of the Manager where after dispatch is made to the relevant sub-Unit responsible for that matter. Upon finalisation of such cases, some are removed from the schedule so that they do not reappear on the	Pending civil cases register	<b>Resolved.</b> The matter was resolved during the audit. As Internal Audit monitors monthly control to ensure completeness of all pending civil cases against municipality	Satisfied with action proposed by management. However, to ensure that every official involved in financial report is aware of the steps to be taken to report on contingent liability. Year- procedure manual should be designed with outlines the steps to be taken by

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
				schedule.			management and communication channel with legal counsel and representative to ensure accurate and complete information  Root cause should be documented and addressed
<b>FRUITLESS EXPENDITURE</b>							
12	<b>Amount not disclosed as fruitless expenditure</b>	Phenyo in Media consultancy invoiced Polokwane Municipality an amount of R1 559 124.2 for interest on goods procured and services rendered but not timeously paid because there were disputes. This transaction relates to finding number 2, further to this, the interest amount was not disclosed as fruitless expenditure	All transaction to be reviewed to ensure completeness of fruitless and wasteful expenditure. Compliance check list to be developed on SCM to avoid any possible non compliance	Resolved. SCM Contract Manager review all payments vouchers on daily basis to ensure non occurrences of fruitless expenditure and during review of these payments vouchers if the fruitless expenditure is identified it is then disclosed in the Unauthorised, Irregular or Fruitless and wasteful expenditure (UIF) Register and thereafter discussed at UIF Committee, then Finance & LED Portfolio Committee, then Mayoral Committee and then Council and then finally MPAC for investigation. UIF Committee sat on 08 March 2016 to UIF Register was discussed.	Unauthorised, irregular or fruitless and wasteful expenditure (UIF) Register	<b>Resolved.</b> Inspected the attendance register and confirmed that Unauthorised, irregular or fruitless and wasteful expenditure (UIF) Committee meeting took place on 08 March 2016 where Unauthorised, irregular or fruitless and wasteful expenditure were discussed.	Satisfied with management proposed action, However, the root cause documented is not appropriate

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<b>IRREGULAR EXPENDITURE</b>							
13	<b>EX.29 - Procurement – bids not fairly disqualified</b>	<p>Out of the 14 Bidders that responded to the above tender, 13 were disqualified for failing to meet administrative requirements. However 2 suppliers, including the winning bidder, were evaluated further after the following administrative compliance requirements were relaxed, with the approval of Bid Adjudication Committee.</p> <ol style="list-style-type: none"> <li>1. Bidders who did not submit uncertified company registration documents.</li> <li>2. Bidders who did not attach the Municipal rates and taxes statements</li> <li>3. Bidders who submitted an expired letter of good standing</li> <li>4. Bidders who partially completed the RDP1 form</li> <li>5. Agreed correction of CIDB grading requirement on Joint ventures which were not in line with CIDB regulation.</li> </ol> <p>Some bidders who did not</p>	<p>The BAC has resolved that the application of minor breach on procurement processes will be discontinued. Compliance check list to be developed on SCM to avoid any possible non-compliance with laws and regulations and ensure that in cases where there is non-compliance to legislations , Irregular expenditure is detected and reported immediately</p>	Minor breaches are no longer being applied for the evaluation and adjudication of bids	Unauthorised, irregular or fruitless and wasteful expenditure (UIF) Register and BAC resolution	<b>Resolved</b> - Based on the outcome of the Internal audit conducted on Supply chain management for period 01 July 15 - 31 January 16, this finding was not there.	satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
		<p>comply administrative requirements such as the one listed below, were not afforded the opportunity to be evaluated further.</p> <p>All pages were not initialled</p> <p>Form of offer not signed.</p> <p>There was no justification on why the above administrative criteria were relaxed while the other ones were not.</p> <p>For fairness, all bidders should have been afforded the chance for further evaluation.</p>					
14	<b>EX.30 - Procurement – Tender awarded to a bidder who did not submit an original or certified B-BBEE certificate</b>	<p>Contrary to the above requirements, the following bidder was awarded the contract event though an uncertified copy of B-BBEE certificate. If no points were awarded on B-BBEE, the bidder was supposed to be the second highest bidder.</p> <p>Contract :47/2014</p>	Management will ensure that Scores awarded are supported by Valid BEE certificate	All scores are calculated based on the BBBEE certificate attached	BEE Certificates attached on the tender documents	<b>Resolved</b> - Based on the outcome of the Internal audit conducted on Supply chain management for period 01 July 15 - 31 January 16, this finding was not there.	satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
15	<b>EX.88 Expenditure misclassified and disclosed as deviation</b>	Month to Month extensions above 15 to 20% or no quotation, were recorded as deviations instead of irregular expenditure and in other instances No tender processes were followed.	All extension of contracts above 15% or 20% will be disclosed as irregular expenditure	All expenditures that are irregular are disclosed in the UIF register	UIF Register	<b>Resolved</b> - Inspected UIF Register as at 31 March 2016 and confirmed that all transactions which are not in line with SCM Regulations are transferred to UIF Register.	satisfied with the proposed action
17	<b>Expenditure incurred contravening SCM regulations</b>	It was noted that payments were made to a consultant, the Bicycle Company Club Polokwane to assist the municipality with the planning and managing of cycling events for the Annual Mayoral Cycling race	All the transaction to be approved in line with the requirement of the SCM policy.	Resolved. Disclosed on the AFS. Progress would be monitored through the quarterly UIF meetings to ensure that all irregular expenditure is disclosed in the AFS.	UIF Register	<b>Resolved.</b> It was confirmed that transactions are approved by relevant officials and a checklist was developed and implemented to identify the transactions not in line with SCM requirements. There is also UIF meetings that identify and report on the unauthorised, irregular and fruitless expenditure.	satisfied with the proposed action
<b>SUPPLY CHAIN MANAGEMENT</b>							
18	<b>EX.24 - Procurement: Supporting documents for bid awards not submitted for audit</b> <b>Audit finding</b>	Bid evaluation documents were submitted without full supporting documents to support the bid awards	Develop a register to trace the movement of all tender documents between different stakeholders	A register is developed to trace the movement of tender documents between different stakeholders		<b>Resolved.</b> Inspected the bid movement register and confirmed that the bid documents are signed by when moving within SBU's.  Also based on the outcome of the Internal audit conducted on Supply chain management for period 01	Satisfied with the proposed action, however, it is not clear if the documents were located. This should be made available during the next audit

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
						July 15 - 31 January 16, this finding was not there	
19	<b>3. EX.43 - Procurement and Contract Management- Service Level Agreements not signed before the commencement of project.</b>	Projects were started before the Service Level agreements were signed.	Contract management office to ensure that all service level agreement are signed before commencement of the projects	Resolved. The municipality has appointed Contract Manager to deal with issues of SLAs, currently all Service Level Agreements are signed as and when the municipality appoints service providers by both the municipal manager and service provider.	Service Level Agreements	<b>Resolved.</b> Inspected sample of tenders and confirmed that Service Level Agreements are signed as and when the municipality appoints service providers by both the municipal manager and service provider.	Documented action not aligned to the root cause and reported progress, management should make sure that correct action are implemented
20	<b>Suppliers in which persons in service of other state institutions have an interest</b>	Suppliers in which persons in service of other state institutions have an interest but did not declare that their directors, members or shareholders were in service of the state	All false declarations would be investigated and action be taken against the Suppliers.	Resolved. The municipality has process in place whereby it forwards to National Treasury in order for them to confirm whether or not the service providers are in the service of the state prior to them being appointed. All matters were reported to council and MPAC for investigation where false declarations were made. The Investigation should be completed by June 2016.	UIF Register, and MPAC report	<b>Resolved.</b> Physically inspected Central Suppliers Database of National Treasury and confirmed that the municipality has access to the database whereby it is able to establish whether or not the service providers are in the service of the state prior to them being appointed.	Satisfied with the proposed action, however, reported progress is not in line with the action. Management should report the stage of investigation and when is it expected to be completed
21	<b>Suppliers in which spouses of employees, partners or associates of employees have an interest</b>	Suppliers in which spouses of employees, partners or associates of employees have an interest	All false declarations would be investigated and action be taken against the Suppliers.	In Progress. The municipality has process in place whereby it forwards to National Treasury in order for them to confirm whether or not the service providers are in the service of the state prior to them being	MPAC report	<b>Resolved.</b> Physically inspected Central Suppliers Database of National Treasury and confirmed that the municipality has access to the database whereby it is	Satisfied with the proposed action, however, reported progress is not in line with the action. Management should report the stage of investigation and when is it



No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
				appointed. All matters were reported to council and MPAC for investigation. The Investigation should be completed by June 2016.		able to establish whether or not the service providers do not have related parties in the service of the municipality prior to them being appointed.	expected to be completed
22	<b>UIF-Report was not sent to the MEC for local government and to Auditor General as required</b>	UIF report was not sent to the MEC for local government and to Auditor General as required by section 32 of the MFMA.	The report will be submitted to the respective stakeholders once it is approved by council	Resolved. UIF-Report was submitted to AGSA, Provincial Treasury and COGHSTA. The report will be submitted annually in terms of section 32 of the MFMA. Quarterly UIF meetings are conducted to identify and report on the unauthorised, irregular and fruitless expenditure.	UIF register	<b>In Progress</b> - Internal Audit noted the comments reported and will only verify once such report is submitted.	Reported progress by management is not appropriate. The annexure in the AFS as indicated by management cannot replace the report. Management should relook at the reported progress
<b>INVENTORY</b>							
23	<b>Inventory - System weaknesses in the inventory cycle</b>	We noted the following: 1) There was no evidence showing that investigations were performed for the variances identified from the physical stocktakes before any write-offs were approved 2) There is no proof that the supervisors have supervised the physical stocktake 3) There is no proof that	1. Investigations would be performed on all variances immediately after the stock taking. 2. All count sheets would be signed by the Team Leader or supervisor during the Stock Count to ensure supervision of the Stock take	<b>Initial Progress</b> Resolved. The reconciliations are signed by the officials and follow on the discrepancies.  <b>Subsequent Progress</b> Management conducted physical stock-take and reservoir levels count on the 28, 29 & 30 June 2016. Also Stock-take variances report to finance portfolio is compiled which recommends shortages and the surpluses be adjusted in the	Count sheets and Stock-taking reports	<b>In Progress</b> 1). Inspected stock-take variances report and report to finance portfolio which recommends shortages and the surpluses be adjusted in the financial system however this does not prove that variances are investigated before any write-offs were approved.  2). Confirmed through observation (Internal Audit	Satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
		<p>the physical items on hand are reconciled against the items on hand as per the system</p> <p>4) The municipality did not maintain its own records regarding water deliveries as it relied on information supplied by Lepelle Northern Water (supplier) in the form of invoices</p>		financial system.		<p>attended the stock take) that supervisors have supervised the physical stock-take which took place on the 28, 29 &amp; 30 June 2016.</p> <p>3). Confirmed that the physical items on hand are still not reconciled against the items on hand as per the system on a monthly basis, although stock-take is performed on a quarterly basis there are still variances that do not reconcile building up on a month to month.</p>	
24	<b>Numerous errors noted in the valuation of inventory</b>	<p>.The financial statements are misstated, consumables are understated by R2 813 302.44 and water overstated by R123 996.39.</p> <p>2. Inventory (Water) was not valued in line with reservoir data and meter readings. The municipality did not maintain its own records regarding water deliveries as it relied on</p>	<p>1. Inventory valuation will be reviewed before it is disclosed in the Annual Financial Statement.</p> <p>2 Inventory (Water) will be valued in line with the reservoir data and final meter readings at the year-end stock take.</p>	<p><b>Initial Progress</b> Resolved. Adjusted AFS</p> <p><b>Subsequent Progress</b> All reservoir levels were counted on 28, 29 and 30 June 2016 to ensure that valuation of water inventory is line with reservoir data and readings. Actual data will be used to calculate final valuation of inventory to be disclosed in the financial statements and the information will be submitted to</p>	Count sheets and Stock-taking reports	<p><b>In Progress</b> - Internal Audit attended reservoir levels count which took place on the 28, 29 and 30 June 2016 and no exceptions were noted.</p> <p>Management said that once valuation of inventory calculation is done it will be submitted to Internal Audit for verification/review</p>	<p><b>Initial Comments</b> Management proposed action not Appropriate. The finding have three part with relates to incorrect recording of inventory items (electrical items) and water inventory not valued in line with reservoir data and meter reading. The action need to be revised</p> <p><b>Subsequent Comments</b> Subsequent comments were not received from</p>

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
		information supplied by Lepelle Northern Water (supplier) in the form of invoices		IA for verification.			AGSA; however Internal Audit attended reservoir levels count which took place on the 28, 29 and 30 June 2016 and no exceptions were noted.
<b>RECEIVABLES</b>							
25	<b>Incorrect computation of bad debts (Recon)</b>	Incorrect computation of bad debts (Recon and Provision)	Due diligence will be conducted on the review before final submission of the AFS for Audit.	The issue was resolved after adjustment. Due diligence to be exercised on the review of the AFS	Management Letter, adjustment approved	<b>Resolved.</b> The issue was resolved through the adjustment processed by management however the issue was in the AGSA management letters for internal control purposes. Internal Audit to check reconciliation of the bad debts during review of draft AFS in August 2016.  It was confirmed management has developed comprehensive AFS Process Plan which detail how "year-end and other issues" are to be dealt with.	Satisfied with the proposed action
<b>CONSUMER DEPOSITS</b>							
26	<b>Debit balances appearing on the list of consumer</b>	Debit balances on the list of consumer deposits were noted. The	All accounts with debit deposit are cleared and	Resolved. All deposits with debit balances have been cleared. Monthly reports with	Adjusted Accounts	<b>Resolved</b> - Verified through inspection on SAMRAS that consumer	Satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
	<b>deposits.</b>	consumer deposit account is credited and bank debited on receipt of deposits from customers;	adjusted.	debit balances are generated and journal passed manually and on the system.		deposits votes with debit balances were cleared through processing of journals. Also confirmed that there is no consumer deposits votes with debit balances in the current financial year.	
<b>REVENUE</b>							
27	<b>Unidentified receipts recognized as revenue before the end of the prescription period</b>	Unidentified receipts that were carried forward from the previous year were recognised as revenue even by the municipality before the period which in terms of the relevant law applies in respect of the prescription of such debt	Prescription will be considered before recognition on unidentified deposits, Unidentified deposits are limited by M65 form which validate reference before accepting deposit on system	Resolved. The issue was resolved through the adjustment of the AFS. Management will continue to monitor and recognise the unidentified receipts as revenue after the prescription period has lapsed. The unidentified receipts yet to reach the prescription period will be recognised as the liabilities in the AFS.	List Unallocated deposits	<b>Resolved.</b> The issue was resolved through the adjustment processed by management however the issue was in the AGSA management letters for internal control purposes. Management continues to monitor and recognise the unidentified receipts as revenue after the prescription period has lapsed	Satisfied with the proposed action
28	<b>44. EX.17 - Difference between revenue receipted on the E-natis system and the SAMRAS system (general ledger).</b>	During the audit of revenue from vehicle licensing and agency fees, we noted differences between the amounts recorded in the SAMRAS system and in the ENATIs system	Reconciliation will be performed between the two systems on a monthly basis.	<b>Initial Progress</b> Transaction reconciliation report was provided and there is still difference of R31 295.45 differences investigated.  <b>Subsequent Progress</b> Amounts recorded in the SAMRAS system and in the	Progress report on transactions investigated	<b>Resolved - Confirmed</b> through inspection that amounts recorded in the SAMRAS system and in the ENATIs system agree. Also inspected journals processed that corrected duplicated amounts in the SAMRAS that resulted in	<b>Initial Comments</b> Management should implement control to prevent error for reoccurring in future in the form of monthly reconciliation between the two systems

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
				ENATIs system agree up to 30 June 2016		differences between SAMRAS and E-natis in 2014/15 financial year.	<b>Subsequent Comments</b> Subsequent Comments were not received from AGSA; however Internal Audit verified these reconciliations on a sample basis.
29	<b>Misstatement of distribution losses</b>	The amount of distribution losses disclosed in the financial statements is different from the amount recalculated by the auditor	All water provision related transactions will be included on the calculation of the distribution losses.	Resolved. The issue was resolved through the adjusted AFS. Management calculate (as per the invoices received from the water and electricity sources) the water and electricity distribution losses on a monthly basis	Distribution Loss template	<b>Resolved.</b> Inspected the electricity and water distribution losses and confirmed that the amounts are substantiated by invoices from respective water sources and electricity source and the calculations were correct.	satisfied with documented action and progress by management  Root cause need to be documented
30	<b>45. EX.49 - Revenue-Not all properties on the valuation roll were recorded on the SAMRAS system</b>	Not all properties on the valuation roll were recorded on the SAMRAS system.	The supplementary valuation roll was conducted and is been implemented. The supplementary is done in terms of section 78 of the Municipal Systems Act.	The property that was consolidated is been billed on the system. Properties which were not valued are updated to supplementary valuation roll 3. attached	Supplementary Valuation Roll	<b>Resolved -</b> Inspected SAMRAS System and confirmed properties on the supplementary valuation roll are recorded SAMRAS.  Also new supplementary valuation roll and confirmed that all properties on the valuation roll have market values.	Satisfied with the proposed action
31	<b>Receipts cleared in bank but still appearing on bank reconciliation</b>	The bank reconciliation statement has bank transactions, mainly emanating from deposits	Enhance the system to clear bank reconciling items.	Previously transactions were adjusted on the GL by manual journal however they would still appeared on the SAMRAS	Call Logged	<b>Resolved,</b> Inspected SAMRAS outstanding X10(receipts) report and confirmed that outstanding	Satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
		that occurred in 2014 and the early part of the year 2015. These items have never been subsequently matched in SAMRAS or recorded and appear as recurring reconciling items		outstanding X10(receipts) report because they were not matched electronically. The system has been enhanced to match manual journals.		receipts (reconciling items) are cleared through manual journals between matching the cashbook and bank statement.	
32	<b>Deficiency in internal controls for the changes in the master file for revenue items</b>	While performing walkthrough tests for service charges, we noted that there is no segregation of duties on the SAMRAS system for applications made by consumers on connections, terminations and changes to consumer information. All customer care clerks have equal access to the Master file. We inspected the application for municipal services for account number 108500313517 which was captured the system on 23/01/2015. However the names per application do not agree to the details on the system	Policy to be reviewed to ensure that only person with authority can access master files.	In Progress, engagement with Samras for Possible system enhancement so that the person making changes or creating new account must not be allowed to finalise without approval. SAMRAS to consider automation of segregation of duties on the system.	Communique with Samras	<b>Resolved</b> - As a compensating control, we inspected sample of application forms for water & electricity supply for both connections and terminations and confirmed that the person (Connection clerk) capturing information and person (Supervisor) checking and attach services in order for the account to bill are different, therefore there is segregation of duties on the manual system.	Satisfied with action and progress reported by management
33	<b>Transactions on bank statement not recorded in</b>	The bank reconciliation statement has bank transactions, mainly	Reconciliation to be performed on the	Transactions were adjusted in the GL by manual journal but they still appeared on the	Emails and updated transactions	<b>Resolved</b> , Inspected SAMRAS outstanding X10(receipts) report and	Satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
	<b>general ledger</b>	emanating from deposits that occurred in 2014 but have never been subsequently recorded in the general ledger	monthly basis.	outstanding receipts because they were not matched electronically. The system has been enhanced to match manual journals.		confirmed that outstanding receipts (reconciling items) are cleared through manual journals between matching the cashbook and bank statement	
<b>INVESTMENTS</b>							
34	<b>31. EX.85 - Review of annual financial statements - Disclosure of short term investments</b>	Disclosure of short term investments	Compilation of AFS process plan that will have the GRAP compliant checklist to ensure that all reporting requirements are dealt with.	The process of developing the process plan underway and will be completed at the middle of May	Complete AFS process plan	<b>In Progress</b> - Inspected AFS Process Plan and confirmed that management has developed comprehensive AFS Process Plan which detail how "year-end and other issues" are to be dealt with.  Internal Audit will to test this during review of Draft AFS in August 2016.	Satisfied with the proposed action
35	<b>EX.36 - Investment accounts not submitted to AGSA and Provincial Treasury</b>	Municipality did not submit all the names, types and account numbers of all the accounts of the municipality with regard to investments.	All accounts to be reported to National treasury and Auditor General, including investment accounts by 30 June each year.	Resolved, All accounts have been reported to both Treasury and Auditor General.	Acknowledgement signatures and letters	<b>Resolved.</b> Inspected MFMA Forms submitted to National Treasury and AGSA and confirmed that they were submitted as required by MFMA.	Satisfied with the proposed action, root cause need to be documented
<b>TRADE &amp; OTHER PAYABLES</b>							
36	<b>Double counting of amounts received in</b>	In note 6, included under amounts received in	Due diligence will be conducted on the review	Resolved. The transaction was one isolated error, on the	Draft AFS	<b>Resolved</b> - Inspected 2015/16 AFS and	Satisfied with the proposed

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
	<b>advance</b>	advance is the amount of R6 750 214.19, There was another journal(246/2015) processed of the same amount which further increased the credit amount(GL Account 3805000401) through debit of debtors transfer account(GL Account 4904700061), in the end the journal processed inflated the creditors balance	before final submission of the AFS for Audit.	presentation of the Annual Financial Statements it was resolved after the journal was approved and adjustment made.		Management Report confirmed the finding was addressed, based on the evidence inspected the error was isolated. Furthermore management has developed comprehensive AFS Process Plan which detail how "year-end and other issues" are to be dealt with.	action
37	<b>Misstatement of trade payables-accruals</b>	From the review of payments made after year end the following invoices were not accrued for, although the goods and/services were provided by the supplier before year end.	Creditor's reconciliations are performed on monthly basis to ensure that all transactions of goods and services received are accrued. The financial statement preparations plan is send to project managers every year outlining timelines for submission of invoices and cut off dates for submission of invoices for year-end are also outlined in the plan	Creditors reconciliations are performed on monthly basis to ensure that all transactions of goods and services received are accrued	Monthly Creditors Listing	<b>Resolved</b> - Inspected Creditors listing and Age analysis and confirmed that they are reviewed by Chief Accountant and Acting Manager Expenditure for completeness. On a monthly basis Expenditure SBU follow up on all outstanding orders and creditors statements with suppliers and project managers to ensure completeness of the invoices.  Internal Audit will also test the completeness of accruals when reviewing	Satisfied with the proposed action



No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
						Draft AFS 2015/16 in August 2016.	
38	<b>Donations classified as Trade and other payables</b>	Donations received were recognized as other payables (Donations) totalling R365 836.59 under note 6 instead of revenue. As such, payables would have been overstated	Transactions to be reviewed in line with the requirement of the recognition criteria.	Resolved. When the donation money is received, it posted to Bank Account (debit) and GL Mayor's Donation Account (credit) then when the donation is paid to beneficiaries GL Mayor's Donation Account is debited against bank account and at year end the balance (remainder) is transferred/recognised as revenue. Noted for preparations of the annual financial statements as the journal for recognition is processed after year end.	Draft AFS	<b>Resolved</b> - The finding was addressed during the audit.  Furthermore management has developed comprehensive AFS Process Plan which detail how "year-end and other issues" are to be dealt with.	Satisfied with the proposed action
<b>EMPLOYEE COSTS</b>							
39	<b>Terminations for contract employees</b>	We noted the following: 1. The Payroll system does not automatically terminate or remove employees whose contracts have ended at the end of the contracts from the system. 2. A manual file is kept with all the casual workers. The system does not terminate casual	A Request will be forwarded to the consultant of the VIP system to look into the matter of system change, so that contract (Temporary) workers can be terminated automatically. Manual processes is put in place to check all terminated employees on a monthly	The consultant has responded via e-mail and also visited the Municipality to sort out the issue, implementation of automated termination of temporary workers on VIP will be effected from 01st May 2016.	Print Screen from VIP for activation of Temporary workers(01st May 2016)	<b>Resolved</b> - Inspected Print Screen from VIP for activation of Temporary workers and confirmed that the system has been configured to automatically terminate temporary workers on the system.	Satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
		workers that have been terminated. Instead, the HR officials review the manual file to determine casual workers terminated for the month	basis.				
40	<b>Employees employment contracts not obtained</b>	Unable to obtain employment contracts for Section 57 Managers	Checklist to be developed to ensure that all the employees files contains relevant information	Resolved. Employee File Checklist Developed	Employee File Index(Checklist)	<b>Resolved.</b> Inspected Employee File Checklist and confirmed that it is in place and it ensures that all applicable documents are filed, also inspected employment contracts of S57 Managers and ensured that they are available, although the contracts of MS Makgoba & F Maboya are not available, the controls put in place are adequate and effective.	Satisfied with the proposed action
41	<b>Employee related cost - Journals not authorised</b>	Journals were processed without being authorised	All Journals will in future be authorised by the chief accountant before journals can be processed.	Resolved. All journals have been reviewed and authorised by Both Chief Accountant and Acting Manager Expenditure.	Copies of Journals Passed.	<b>Resolved -</b> Inspected sample of expenditure journals processed between December 2015 and February 2016 and confirmed that they are duly authorised by senior person.	Satisfied with the proposed action
<b>PREDETERMINED OBJECTIVES</b>							

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
42	<b>EX6.General indicators for local government not planned by municipality</b>	Municipality did not plan within the Adjusted Service Delivery and Budget and Implementation Plan (SDBIP) for the indicators as required and indicated in GNR 796 of 24 August 2001: Local Government: Municipal Planning and Performance Management Regulations 2001	During the Budget and SDBIP revising period, Management will revise the General KPI's from Numbers to be in Percentages as prescribed by the MSA Sec43 and Municipal Planning and Performance Regulations Sec10	All the General KPI's as prescribed by MSA Sec43 and Municipal Planning and Performance Regulations Sec10 have been included/revised in the revised SDBIP	Revised 2015-16 SDBIP	<b>Resolved</b> - Inspected Revised 2015-16 SDBIP and confirmed that the indicators are now defined in terms of percentages in line with Municipal Planning and Performance Regulations Sec10.	Satisfied with the proposed action
43	<b>AOPO: Sanitation projects (VIP toilets) could not be verified</b>	We could not verify the VIP toilets that were given to the below listed beneficiaries, (Tracing from the listing that was provided by the auditee, that serves as the portfolio of evidence for the sanitation project beneficiaries)	Management has corrected the sanitation database of beneficiaries. The database are in excel format and not hand written information. The database contain the personal details of the beneficiaries and their residential address.	Sanitation database of beneficiaries has been standardised and done in excel format. The database provides all the beneficiary information details, including their personal and residential information, beneficiary code or stand number will be written on the door for audit purpose	Sanitation database of beneficiary list for 2015/16	<b>Resolved</b> - Inspected Sanitation beneficiary list and confirmed that the list contains the information that enables the projects to be verifiable. The list contains the following information: Number; Name & Surname; Identity No; Area/Village; Household /Stand No, Contact No and Contractor's Name	Satisfied with the proposed action
44	<b>AOPO: Sanitation project not completed at Mankgaile village</b>	We have noted that the "complete - reported" projects on sanitation were actually not	Management will monitor project performance through the monthly contractors meeting, and	Monthly project performance reports, Contractors meeting records	Monthly project performance reports	<b>Not Resolved</b> - Based on the outcome of the 3rd Quarter PMS Review conducted by Internal	Satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
		complete	compilation of monthly project reports.			Audit, the finding is still not yet addressed.  Internal Audit is going to verify during PMS 4th Report/Annual Performance Report whether this issue is addressed or not.	
45	<b>AOPO: Project managers not adequately monitoring the capital works performed by contractors (Mankgaile village)</b>	We have identified that the project manager did not adequately monitor the project as he was not aware of the whereabouts and the issues we encountered during the sanitation project verification period	Management will monitor project performance through the monthly contractors meeting, and compilation of monthly project reports. The Assistant Manager Water and Sanitation and the PMU Technician responsible for water and sanitation are assigned responsibility of project managers. They will be responsible for all the project performance and project reporting.	Monthly Sanitation Project Implementation reports. Monthly Sanitation project contractors meeting records.	Monthly Sanitation Project Implementation reports and contractors meeting records	<b>Not Resolved</b> - Based on the outcome of the 3rd Quarter PMS Review conducted by Internal Audit, the finding is still not yet addressed.  Internal Audit is going to verify during PMS 4th Report/Annual Performance Report whether this issue is addressed or not.	Satisfied with the proposed action
46	<b>48. AOPO: Incorrect and duplicated listing of sanitation beneficiaries (Sebayeng/Dikgale)</b>	We have identified that the beneficiary listing provided for Sebayeng/Dikgale contained duplicates, as a result, there could be misstatements on the	Management will develop one central database of sanitation beneficiaries in excel format. The central database will contain unique numbers for	Sanitation database of beneficiaries list done in excel format. The database provides all the beneficiary information details, including their personal and residential information and unique codes to avoid	Sanitation database of beneficiaries with unique codes	<b>Resolved</b> - Inspected Sanitation beneficiary list and confirmed that the list contains the information that enables the projects to be verifiable. The list contains the following	Satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
		overall reported number of the sanitation beneficiaries	identifying each beneficiary information so as to avoid duplication of beneficiaries.	duplications.		information: Number; Name & Surname; Identity No; Area/Village; Household /Stand No, Contact No and Contractor's Name	
47	<b>AOPO: Performance information not reliable</b>	There are performance indicators that could not be measured reliably	PMS Office will present all the PMS reports at EXCO prior finalisation so that Management will ensure that the reported performance is Reliable and Sufficient.	PMS Unit is currently compiling the 3rd Quarter Performance report and will present the report to EXCO prior submission for Auditing and finalisation. All issues identified will be communicated to all responsible Directors for corrections.		<b>Not Resolved</b> - Based on the outcome of the 3rd Quarter PMS Review conducted by Internal Audit, the finding is still not yet addressed.  Internal Audit is going to verify during PMS 4th Report/Annual Performance Report whether this issue is addressed or not.	Satisfied with the proposed action
48	<b>Measures to improve performance not adequately disclosed in the Annual Performance Report</b>	The 2014/15 annual performance report does not show how the municipality's performance compares to prior year's performance. 2) Measures taken to improve performance for the following indicators where targets have not been achieved have not	PMS Unit will review the reported performance and advise management on the adequacy of the corrective actions captured when compiling performance reports  PMS office will present all the PMS reports to EXCO prior finalisation	PMS Unit will review the reported performance and advise management on the adequacy of the reported performance and corrective actions captured when compiling 3rd quarter performance report.		<b>Not Resolved</b> - Based on the outcome of the 3rd Quarter PMS Review conducted by Internal Audit, the finding is still not yet addressed.  Internal Audit is going to verify during PMS 4th Report/Annual Performance Report	Satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
		been disclosed in the 2014/15 APR	so that management will ensure that the reported performance is reliable and sufficient.			whether this issue is addressed or not.	
<b>BUDGET AND REPORTING</b>							
49	<b>EX.47 - Review of annual Financial Statements</b>	AFS not prepared as required by GRAP, it was noted that disclosed as an investment under short term was an investment which had a 90day maturity period and as such qualifies to be cash and cash equivalents as opposed to investment	Compilation of AFS process plan that will have the GRAP compliant checklist to ensure that all reporting requirements are dealt with.	The process of developing the process plan underway and will be completed at the middle of May	Complete AFS process plan	<b>In Progress</b> - Inspected AFS Process Plan and confirmed that management has developed comprehensive AFS Process Plan which detail how "year-end and other issues" are to be dealt with.  Internal Audit will test this when reviewing Draft AFS 2015/16 in August 2016.	Satisfied with the proposed action
<b>VAT</b>							
50	<b>40. EX.105 - incorrect classification of VAT</b>	Incorrect classification of VAT	Finance to review all the VAT inputs and output before the year end disclosure could be made, VAT to be assessed on monthly basis to avoid any possible incorrect account treatment. The matter however has been corrected during	VAT are reconciled on monthly basis and proper disclosure to be made in the AFS.	Monthly VAT reconciliations and returns	<b>In Progress</b> - Inspected AFS Process Plan and confirmed that management has developed comprehensive AFS Process Plan which detail how "year-end and other issues" are to be dealt with.  Internal Audit will test this	Satisfied with the proposed action

No	Audit Finding	Finding Description	Action Plan	Progress Made Date	Evidence	Internal Audit Status Report	AGSA Comments
			adjustment of AFS.			when reviewing Draft AFS 2015/16 in August 2016.	

#### 4. Summary of Municipal Financial and Non-Financial Performance

##### 4.1 Non-Financial Performance

No	Key Performance Area	Number of Planned Indicators	Number of Indicators Achieved	Number of Indicators Partially Achieved	Number of Indicators Not Achieved
1	Municipal Transformation and Institutional Development	20	13 (65%)	2	5
2	Basic Services and Infrastructure Development	16	11 (69%)	2	3
3	Local Economic Development	8	7 (88%)	0	1
4	Financial Viability	9	7 (78%)	0	2
5	Good Governance and Public Participation	27	23 (85%)	3	1
<b>Total</b>		<b>80</b>	<b>61</b>	<b>7</b>	<b>12</b>

## SECTION B

### 5. Detailed Institutional Performance Results for 2015/16 Financial Year per Key Performance Areas

**Table4: Performance Description Guide**

Standard	Description	Colour Indicator
Good Performance	Performance above 75-100%	
Partially Achievement	Performance between 50-75%	
Under-Achievement	Performance from 0-50%	

#### 5.1 B.1 Municipal Transformation and Organisational Development

Municipal Transformation and Organisational Development															
KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
MTOD01	MTOD	Improved efficiency and effectiveness of Municipal administration	Human Resource Management	Submission of Reviewed of WSP to LGSETA by 30/06/2016	Date	30/06/2015	30/06/2016	Improved efficiency and effectiveness of Municipal administration	None	Opex	20/05/2016	None	n/a	n/a	Reviewed Polokwane Municipality WSP signed by the Municipal Manager, Proof of submission to LGSETA
MTOD02	MTOD	Improved efficiency and	Human Resource	Submission of	Date	30/06/2015	30/06/2016	Improved efficiency	None	Opex	5/1/2016	None	n/s	n/a	Approved Employment



**Municipal Transformation and Organisational Development**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		effectiveness of Municipal administration	Management	Employment Equity Plan to the Department of Labour by 30 June 2016		15	016	and effectiveness of Municipal administration							Equity Plan signed and dated by the Municipal Manager, Proof of Employment Equity Plan
MTOD03	MTOD	Improved efficiency and effectiveness of Municipal administration	Human Resources Management	# of new External Students awarded study bursaries for the 2016 academic year by 30th June 2016	Number	28	30	Improved efficiency and effectiveness of Municipal administration	None	Opex	40	None	n/a	n/a	Reports on External Bursaries Beneficiaries, List of students and photos of the awarding ceremony, Attendance Registers of the Bursary awarding ceremony.
MTOD04	MTOD	Improved efficiency and effectiveness of Municipal administration	Human Resources Management	# of Graduate students awarded Internships/ Experimental/Learnerships at Polokwane Municipality by the 30th	Number	148	150	Improved efficiency and effectiveness of Municipal administration	None	Opex	180	None	n/a	n/a	List and details of Graduates awarded Internships/Experimental/Learnerships at Polokwane Municipality. Copies of Internships/Ex

**Municipal Transformation and Organisational Development**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				June 2016											perimental/Learnerships contracts. Reports on Internship/Experimental/Learnerships for the 2014/15 Financial year
MTOD05	MTOD	Improved efficiency and effectiveness of Municipal administration	Employee Assistance Programme (EAP)	Conduct 4 Employee Wellness Outreach programmes by 30 June 2016	Number	4	4	Improved efficiency and effectiveness of Municipal administration	EAP Programme	Opex	7	None	n/a	n/a	Employee Assistance Annual Programme, Proof of EAP undertaken, including Attendance Register
MTOD06	MTOD	Improved efficiency and effectiveness of Municipal administration	Labour Relations	# of training on application and understanding of code of conduct for SCM Officials by 30 June 2016	Number	New Indicator	2	Improved efficiency and effectiveness of Municipal administration	none	Opex	2 Trainings held	None	n/a	n/a	Attendance registers, manuals and invitations
MTOD07	MTOD	Improved efficiency and effectiveness of	Labour Relations	# of Local Labour Forum	Number	10	10	Improved efficiency and	None	Opex	8	2	The review of organogram was not yet	Ensure that proper consultations	Local Labour Forums meeting

**Municipal Transformation and Organisational Development**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		Municipal administration		meetings convened and held by 30 June 2016.				effectiveness of Municipal administration					completed. OD was still consulting with SBU's. There were no other items. The review of organogram was not yet completed. OD was still consulting with SBU's. There were no other items.	are done timeously and there is full participation from all parties. We will adhere to a year plan as per the corporate calendar.	notices, attendances registers and minutes
MTOD08	MTOD	Improved efficiency and effectiveness of Municipal administration	PMS	Annual signing of S56 Managers Performance Agreement( Directors Performance Agreements ) by 31/07/2015	Date	31/07/2014	31/07/2015	Improved efficiency and effectiveness of Municipal administration	None	Opex	31/07/2015	None	n/a	n/a	Copies of signed and dated Performance Agreements of the Municipal Manager and All S57
MTOD09	MTOD	Improved efficiency and effectiveness of Municipal	PMS	Submission of S56 Managers Annual Performance	Date	05/08/2014	05/08/2015	Improved efficiency and effectiveness of	none	Opex	4/8/2015	None	n/a	n/a	Copies of Submission letters and Acknowledge

Municipal Transformation and Organisational Development

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		administration		Agreements to MEC for CoGHSTA (Directors Performance Agreements) by 05/08/2015				Municipal administration							ment letters
MTOD10	MTOD	Improved efficiency and effectiveness of Municipal administration	PMS	Publishing of S57 Annual Performance Agreements (Directors Performance Agreements) on the municipal website and local newspapers by 05/08/2015	Date	05/08/2014	05/08/2015	Improved efficiency and effectiveness of Municipal administration	None	Opex	9/7/2015	None	n/a	n/a	Newspaper notice (advertisement on Signing of Performance Agreements of S57) and screenshot of the municipal website
MTOD11	MTOD	Improved efficiency and effectiveness of Municipal administration	PMS	# of S56 Managers Individual Performance Assessment	Number	2	2	Improved efficiency and effectiveness of Municipal	None	Opex	0	2	The Municipal Manager was placed on a precautionary suspension and she later	To schedule assessments. The Municipality has since advertised the	S56 Individual Assessments Performance Schedule, Attendance Registers and

Municipal Transformation and Organisational Development

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				s conducted by 30 June 2016 (In terms of the PMS Policy)				administration					resigned. There are 3 Sec56 Managers place on precautionary suspension. The assessments where postponed due to members of the panel having to attend other emergency issues and the disciplinary hearings of other members of the Sec 56/57.	position of the Municipal Manager. Once the Municipal Manager has been appointed, assessments will be scheduled.	Individual Assessments reports
MTOD12	MTOD	Improved efficiency and effectiveness of Municipal administration	Organizational Development	Annual Review of the Institutional Organization in line with the IDP and Budget by 30/06/2016	Date	30/06/2015	30/06/2016	Improved efficiency and effectiveness of Municipal administration	None	Opex	No performance		Management has Reviewed the Organogram and it was referred to LFF for consultation. The LFF referred the Organogram to the LFF	The matter has been tabled in the LFF for intervention by all the LFF stakeholders.	Council Approved Reviewed Organizational Structure/Report of the Reviewal of the Organizational Structure

**Municipal Transformation and Organisational Development**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
													Sub-Committee. Two meetings were convened but there was no quorum.		
MTOD13	MTOD	Improved efficiency and effectiveness of Municipal administration	OHS	Conduct OHS audit by 30/06/2016	Date	30/06/2015	30/06/2016	Improved efficiency and effectiveness of Municipal administration	none	Opex	27/04/2016	None	n/a	n/a	Municipal Manager's Approved OHS Institutional Audit Report for 2014/15
MTOD14	MTOD	Improved efficiency and effectiveness of Municipal administration	Fleet Management	% availability of municipality service delivery fleet vehicles for operational purpose (fleet availability norm is 75%)	Percentage	New	75	Improved efficiency and effectiveness of Municipal administration	None	Opex	83	None	n/a	n/a	Monthly fleet availability reports signed and dated by the Fleet Manager, Director Corporate and Shared Services and Municipal Manager
MTOD15	MTOD	Improved efficiency and effectiveness of Municipal	Human Resources Management	The number of people from employment	Number	New indicator	5	Improved efficiency and effectiveness	None	Opex	0	5	There is a moratorium of appointment of employees	Report generated for the MEC: COGHSTA for	Employment report.

Municipal Transformation and Organisational Development

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		administration		equity target groups employed in the three highest levels of management in compliance with a municipality's employment equity plan By 30/06/2016				ess of Municipal administration					at a high level. Positions were not advertised due to incorporation of AGANANG Municipality to Polokwane Municipality. Positions were not advertised due to amalgamation of AGANANG Municipality to Polokwane Municipality	approval	
MTOD16	MTOD	Improved efficiency and effectiveness of Municipal administration	Human Resources Management	% of a municipality's budget actually spent in implementing its Workplace Skills Plan in line with the National Treasury Norm by 30/06/2016	Percentage	New Indicator	1% of the employee related costs	Improved efficiency and effectiveness of Municipal administration	None	Opex	2	None	n/a	n/a	Expenditure reports

**Municipal Transformation and Organisational Development**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
MTOD17	MTOD	Improved efficiency and effectiveness of Municipal administration	ICT	% of Implementation for the Municipal Corporate Governance of ICT Policy by 30 June 2016	Percentage	95 (phase I, ii)	100 (phase I & ii)	Improved efficiency and effectiveness of Municipal administration	None	Opex	100	None	n/a	n/a	Deliverables aligned to Municipal Corporate Governance for ICT policy implementation phases
MTOD18	MTOD	Improved efficiency and effectiveness of Municipal administration	ICT	% of the ICT Smarty City Strategy roadmap implemented by 30 June 2016	Percentage		100% (implementation of funded projects)	Improved efficiency and effectiveness of Municipal administration	Development of ICT Strategy and implementation	R3.5m (Capex)	(100%) Final ICT smart city strategy roadmap drafted	None	n/a	n/a	Projects progress reports
MTOD19	MTOD	Improved efficiency and effectiveness of Municipal administration	ICT	% of upgrade and integrated infrastructure and systems roadmap implemented by 30 June 2016	Percentage	New	100% (implementation of funded projects)	Improved efficiency and effectiveness of Municipal administration	Network upgrade and provision of PCs, Laptops and peripheral	R9.2m (capex)	0	100	Funds re-allocated to other services by BTO during budget adjustment	Implement in the next financial year when budget is available	Projects progress reports
MTOD20	MTOD	Improved efficiency and effectiveness of Municipal	ICT	% of ICT Governance Framework actions implemented	Percentage	92	98	Improved efficiency and effectiveness of	None	Opex	95 Draft IDP Business processes	3		To be finalise as per MSCOA deadline. Infrastructure	COBIT processes assessment report



Municipal Transformation and Organisational Development															
KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		administration		d by 30 June 2016				Municipal administration						and Network stream(MSCOA) appointed to provide added resources	

## 5.2 B.2 Basic Service Delivery

Basic Service Delivery															
KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
BSD01	BSD	Increased access to municipal services to all households	Water and Sanitation	Increase percentage of Households with access to Water from 97% (180581) to 97.2% (181081) by 30 June 2016. (extending the	Percentage	97% (180581)	97.2% (182443)(500)	Increased access to municipal services to all households	Rural Sanitation and Regional Water Schemes Projects	R171m (CAPE X)	97%	-0.20% The municipality statistics were based on the STATSA Census 2011 and	The completion of the water projects was delayed by the late appointment of contractors due to SCM	The contractors are on site to complete the projects. The project will be completed in the 2016/17 FY	Completion Reports, Completion Certificates, Payment certificates and closeout reports

Basic Service Delivery

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				water services)								did not factor in the growth that happened in between the years.  The new denominator which is the total number of households has since increased from 178001 to 200105 as of July 2015	moratorium.		
BSD02	BSD	Increased access to municipal services to all households	Sanitation Programme	Increase percentage of Households with access to sanitation from 50% to 51% by 30 June 2016. (extension of sanitation services)	Percentage	50% (93 299 VIP Structures)	51% (95049 VIP Structures) (1750)	Increased access to municipal services to all households	Rural Sanitation (VIP toilets)	R50.6m (Opex)	50.60%	0.40%	The late appointments of contractors have affected the completion of the sanitation projects.  The municipality statistics were based on the STATSA Census 2011 and did not factor in the growth that happened in between the	The contractors for sanitation projects are on site to complete the remaining 50% of the projects. The projects will be completed in the 2016/17 FY, in the first quarter.	Completion Reports, Completion Certificates, Payment certificates and happy letters

Basic Service Delivery

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
												years. The new denominator which is the total number of households has since increased from 178001 to 200105 as of July 2015			
BSD03	BSD	Increased access to municipal services to all households	Electricity/Energy	Increase percentage of Households with access to electricity from 86% (147710) to 89% (153710) by connecting 5051 new Households by 30 June 2016. (extension of households electricity connections both Urban and Rural)	Percentage	86% (147710)	5051 new households (89%) (cumulative)	Increased access to municipal services to all households	Electrification projects	R40m	86.5% (154043)	6333 new additional households connected  The municipality statistics were based on the STATSA Census 2011 and did not factor in the growth that happened in between the years.	n/a	n/a	Completion certificate and Payment certificates

Basic Service Delivery

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
												The new denominator which is the total number of households has since increased from 178001 to 200105 as of July 2015			
BSD04	BSD	Increased access to municipal services to all households	Electricity/Energy	% Electricity reduction losses by 30 June 2016	Percentage	17.7%	12%	N/A	Private company appointed to do 24 hours monitoring in substations, and plan to implement smart meters	Opex	9.7%	None	n/a	n/a	Proof of electricity units purchased and proof of electricity sold and purchase and payment invoices
BSD05	BSD	Increased access to municipal services to all households	Electricity/Energy	% of electricity business revenue on repair, maintenance and refurbishment of electricity network by 30	Percentage	6.4%	6%	Reliable Service Delivery Infrastructure	None	Opex	3.05%	-2.95%	n/a	n/a	Revenue expenditure report and Electricity operations and maintenance budget

Basic Service Delivery

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				June 2016											allocations and expenditure reports
BSD06	BSD	Increased access to municipal services to all households	Waste Disposal	Percent of Households with access to waste removal services by 30 June 2016	Percentage	52.0%	52.4%	Increased access to municipal services to all households	None	Opex	54.6%	None	n/a	n/a	Monthly reports (Manager reports and Supervisor reports)

**Basic Service Delivery**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
BSD07	BSD	Increased access to municipal services to all households	Free Basic Services (Water, sanitation, energy and refuse removal - Indigent Policy)	Percentage of Households with access to free basic services to all qualifying people in the municipal's area of jurisdiction (as per Indigent Policy/Register) for the 2015/16 financial year	Percentage	100 % (9270)	100% (9500)	Increased access to municipal services to all households	none	R50m (Opex)	100 % (12207)	None	n/a	n/a	Council Approved Indigent Register, Budget Reports (MFMA S71 Reports)
BSD08	BSD	Increased access to municipal services to all households	Roads and Storm water	# of km of roads upgraded from gravel to tar by 30 June 2016	Number	854.42km	8.012km	Increased access to municipal services to all households	Roads and Storm water projects	R45.5m (capex)	7km	1.012km	Late appointment of Contractors delayed implementation of projects and approximately 200m of SANRAL intersection was not constructed on the Kgohloane access road project due to SANRAL not approving wayleave application	Contractors managed to fastrack implementation on site by adding more resources and working during weekend and A meeting was held with Municipal officials and SANRAL representatives	Signed Completion certificate and Payment certificates

**Basic Service Delivery**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
BSD09	BSD	Increased access to municipal services to all households	Traffic Services	# of traffic and road safety awareness campaigns held by 30 June 2016 ( <i>Schools programme (Scholar patrol), Rolling enforcement plan/Arrive alive, Adult educational road safety programme</i> )	Number	4	4	Increased access to municipal services to all households	None	Opex	4	None	n/a	n/a	Attendance registers and reports on Schools programme (Scholar patrol), Rolling enforcement plan/Arrive alive, Adult educational road safety programme
BSD10	BSD	Increased access to municipal services to all households	Municipal Safety Services	Conduct 10 Security risk assessments on municipal properties by the Security Services SBU by 30/06/2016	Number	11	10	Reliable Service Delivery Infrastructure	None	Opex	28	None	n/a	n/a	Signed Monthly Security Assessments Reports
BSD11	BSD	Increased access to municipal services to all households	Community Health	# of Health (Food premises and outlets) Inspections conducted by 30 June 2016	Number	12	12	Legislative Compliance to Environmental Health	None	Opex	12	None	n/a	n/a	Monthly Reports on Inspections of Health premises
BSD12	BSD	Increased access to municipal	Library and Cultural	# of Library and Cultural services outreach	Number	4	4	Increased participation of	None	Opex	22	None	n/a	n/a	Outreach Reports, Photos,

**Basic Service Delivery**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		services to all households	Services	programmes conducted by 30 June 2016				community in social and cultural programmes							Programme, Outreach Attendance registers
BSD13	BSD	Increased access to municipal services to all households	Cluster Services	Establish 1 Thusong Services Centre at Moletji Cluster by 30/06/2016	Number	1	1	Improved access to municipal services	Establishment of Moletji Cluster Offices	Opex	1	None	n/a	n/a	Signed Completion certificate and Payment certificates. Moletji Thusong Services Centre launch report and attendance registers.
BSD14	BSD	Increased access to municipal services to all households	Disaster Services	Reviewal of the Disaster Risk Assessment Report by 30/06/2016	Date	30/06/2015	30/06/2016	Legislative Compliance to Disaster Management Act and Mitigation of Disaster Risk	None	Opex	31/03/2016	None	n/a	n/a	Council Approved Reviewed Disaster Risk Assessment (Council Resolution)
BSD15	BSD	Increased access to	Spatial Planning	Appointment of 3 external	Date	New	30/12/2	Increased economic	None	Opex	26/04/2016	4 Months	Delay in obtaining	Corrected. Item re-	Dated appointment



Basic Service Delivery															
KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		municipal services to all households	and Land Use Management	Technical experts by 30/12/2015 (Environmental specialist, Town planning attorney and Water Engineer)			015	growth, and sustainable human settlement					council resolution. Referred back in the portfolio meeting. Delay in Obtaining council resolution	submission. Item to serve in the next council.	letters of Technical experts
BSD16	BSD	Increased access to municipal services to all households	Spatial Planning and Land Use Management	Review of Planning By-Laws in line with SPLUMA by 30/06/2016	Date	New	30/06/2016	Increased economic growth, and sustainable human settlement	None	Opex	Not completed	2 months	Received Objections. Delay in adoption of By-Laws. Delay in Gazetting	Dealing with objections. Speed up adoption. Gazette	Gazette By-laws

### 5.3 B.3 Good Governance and Public Participation

#### Good Governance and Public Participation

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
GGPP01	GGPP	Improve community confidence in the system of local government	Public Participation	# of Ward Committee meetings scheduled and convened per ward by 30/06/2016 (Functionality of ward committees)	Number	38	38	Good Governance and Legislative Compliance	None	Opex	38	None	n/a	n/a	Ward Committee Reports (1 report per monthly from each ward), Minutes and Agendas (per ward)
GGPP02	GGPP	Improve community confidence in the system of local government	Public Participation	# of IDP, Budget and PMS Rep Forums held by 30 June 2016	Number	3	4	Good Governance and Legislative Compliance			6	None	n/a	n/a	IDP, Budget & PMS Agenda, Minutes and Invitations
GGPP03	GGPP	Improve community confidence in the system of local government	Public Participation	# of IDP, Budget and PMS Steering Committee Meeting held by 30 June 2016	Number	3	4	Good Governance and Legislative Compliance			4	None	n/a	n/a	IDP, Budget & PMS Steering Committee Meeting Agendas and Minutes
GGPP04	GGPP	Improve community confidence in the system of local government	Internal Audit	Adoption of 2015/16 Annual Internal Audit Plan and 3 year rolling strategic	Date	15/07/2014	15/07/2015	Good Governance and Legislative Compliance	None	Opex	24/06/2016	None	n/a	n/a	Minutes of APAC meeting and the adopted 2015/16 Annual Internal Audit Plan and 3

**Good Governance and Public Participation**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				plan ( 2015/16 – 2017/18 ) by 15/07/2015											year rolling strategic plan ( 2015/16 – 2017/18 )
GGPP05	GGPP	Improve community confidence in the system of local government	Internal Audit	Development of the External and Internal Audit Tracking Register for 2014/15 AG Report by 05/02/2016	Date	11/3/2015	5/2/2016	Good Governance and Legislative Compliance	None	Opex	5/2/2016	None	n/a	n/a	Developed External and Internal Audit Tracking Register for 2014/15 AG Report.
GGPP06	GGPP	Improve community confidence in the system of local government	Internal Audit	# of Audit Committee Meetings scheduled and convened in terms of the adopted schedule by 30 June 2016	Number	4	4	Good Governance and Legislative Compliance	None	None	7	None	n/a	n/a	Audit Committee Meeting Minutes Agendas and Minutes
GGPP07	GGPP	Improve community confidence in the system of local	Budget and Financial reporting/CFO	Development of the Audit Action Plan for the 2014/15 AG Report by	Date	11/3/2015	31/01/2015	Good Governance and Legislative Compliance			31/01/2015	None	n/a	n/a	Council Approved AG Action Plan for addressing the 2013/14 AG Report

**Good Governance and Public Participation**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		government		31/01/2016				ce							
GGPP08	GGPP	Improve community confidence in the system of local government	Risk Management	Reviewal of institutional risk register by 30/06/2016	Date	06/05/2015	30/06/2016	Good Governance and Adherence to Legislative Compliance			26/02/2016	None	n/a	n/a	Reviewed Strategic Institutional Risk Register and Approved by Council (Council Resolutions)
GGPP09	GGPP	Improve community confidence in the system of local government	Risk Management	# of Risk Management Committee scheduled and convened by 30 June 2016	Number	4	4	Good Governance and Adherence to Legislative Compliance			2	2	Staff challenges. There was only one official and the official was on a 4 month leave	Risk Officer appointed in December 2015 to address the staff challenges	Risk Management Committee Agendas, Minutes
GGPP10	GGPP	Improve community confidence in the system of local government	Governance (Secretariat)	# of Executive Management meetings scheduled and convened by 30 June 2016	Number	12	12	Good Governance and Adherence to Legislative Compliance			24	none	n/a	n/a	Exco Annual Plan (Calendar) Minutes and Agendas
GGPP11	GGPP	Improve community confidence		# of Mayoral Committee meetings	Number	12	12	Good Governance and	None	Opex	10	2	Two meetings were postponed	The Corporate Calendar has been reviewed	Integrated Corporate Calendar,

**Good Governance and Public Participation**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		in the system of local government		scheduled and convened by 30 June 2016				Adherence to Legislative Compliance					due to non-availability of MAYCO Members	to accommodate alternative MAYCO dates in case of postponements	Minutes and Agendas
GGPP12	GGPP	Improve community confidence in the system of local government		# of Council sittings scheduled and convened by 30 June 2016 (In line with the provisions of MSA)	Number	4	4	Good Governance and Adherence to Legislative Compliance	none	Opex	14	none	n/a	n/a	Integrated Corporate Calendar, Council Agendas, Minutes
GGPP13	GGPP	Improve community confidence in the system of local government		# of Portfolio Committee meetings scheduled and convened by 30 June 2016	Number	100	100	Good Governance and Adherence to Legislative Compliance	None	Opex	79	21	Out of 100 portfolio meetings planned, 21 failed due to quorum	The issues has been referred to the Office of the Chief whip and the Municipal Manager for intervention	Integrated Corporate Calendar, Portfolio Agendas, Minutes and Attendance registers
GGPP14	GGPP	Improve community confidence in the system of local	Governance (Office of the Speaker	Tabling the Oversight Report on the 2014/15 to Council by	Date	31/03/2015	31/03/2016	Legislative Compliance to MFMA S	None	Opex	31/03/2016	none	n/a	n/a	Council Approved Oversight Report and Council

**Good Governance and Public Participation**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		government		31/03/2016 (Section 121-129 MFMA)				129							Resolution
GGPP15	GGPP	Improve community confidence in the system of local government	Governance (Office of the Speaker)	Making public the 2014/15 Annual Report and the Oversight Report by 07/04/2016 (Section 121 - 129 MFMA)	Date	07/04/2015	07/04/2016	Legislative Compliance to MFMA S 129	None	Opex	7/4/2016	None	n/a	n/a	Notice on the Approval of the Oversight Report with dates reflected 7 days
GGPP16	GGPP	Improve community confidence in the system of local government	Governance (Office of the Speaker)	Submission of Oversight Report on 2014/15 Annual Report to Legislature, CoGHSTA, National Treasury and AG by 07/04/2016 (Section 121 - 129 MFMA)	Date	07/04/2015	07/04/2016	Legislative Compliance to MFMA S 129	None	Opex	Limpopo Legislature - 05/04/2016; CoGHSTA - 06/04/2016; Auditor General - 06/04/2016; Provincial treasury - 06/04/2016 and National Treasury - 07/04/2016	none	n/a	n/a	Submission letters signed by the MM and Acknowledgement letters

**Good Governance and Public Participation**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
GGPP17	GGPP	Improve community confidence in the system of local government	IDP	Approval of the 2015/16 IDP, Budget and PMS Schedule (Process Plan) by 30/08/2014. (S21 of the MFMA)	Date	30/08/2014	30/08/2015	Council Approved IDP, Budget & PMS Planning Schedule (Process Plan)	None	Opex	27/08/2015	None	n/a	n/a	Council Approved IDP, Budget & PMS Planning Schedule (Process Plan)
GGPP18	GGPP	Improve community confidence in the system of local government	IDP & Budget	Tabling the 2016/17 Draft IDP and Budget in Council by 31/03/2016	Date	31/03/2015	31/03/2016	Council Approved Draft IDP and Budget	None	Opex	31/03/2016	None	n/a	n/a	Council Approved Draft IDP and Budget Documents, Council resolution
GGPP19	GGPP	Improve community confidence in the system of local government	IDP & Budget	Tabling the 2016/17 Final IDP and Budget in Council by 31/05/2016 (One month before the start of the new financial year)	Date	29/05/2015	31/05/2016	Council Approved Final Reviewed IDP and Budget	None	Opex	26/05/2016	None	n/a	n/a	Council Approved Final IDP and Budget, Council resolution
GGPP20	GGPP	Improve community	IDP & Budget	Accounting Officer's	Date	14/06/2014	14/06/2015	2016/17 Draft	None	Opex	15/06/2016	1 day	The Draft SDBIP was	n/a	2016/17 Draft SDBIP

**Good Governance and Public Participation**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		confidence in the system of local government		submission of Draft 2016/17 SDBIP to the Executive Mayor by 14/06/2016 (14 days after the adoption of the IDP and Budget)		15	016	SDBIP approved by the Executive Mayor (Signed and Dated)					approved by the Executive Mayor within the legislated 14 days after the approval of the final IDP and Tabled Budget. The one (1) day overdue was a result of a weekend		approved by the Executive Mayor (Signed and Dated)
GGPP21	GGPP	Improve community confidence in the system of local government	IDP & Budget	Approval of final 2016/17 SDBIP by the Executive Mayor by 28/06/2016 (28 days after the adoption of the IDP and Budget)	Date	28/06/2015	28/06/2016	2016/17 Final SDBIP Approved by the Executive Mayor (Signed and Dated)	None	Opex	06/07/2016 (excluding weekends)	None	n/a	n/a	2016/17 Final SDBIP Approved by the Executive Mayor (Signed and Dated)
GGPP22	GGPP	Improve community confidence in the system of local	PMS	Submission of the 2014/15 Annual Performance Report to	Date	29/08/2014	31/08/2015	Annual Performance Report	none	Opex	28/08/2015	none	n/a	n/a	Annual Performance Report (Signed by the Municipal Manager &



**Good Governance and Public Participation**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		government		AG by 31/08/2015											Executive Mayor)
GGPP23	GGPP	Improve community confidence in the system of local government	PMS	Submission of the 2015/16 Mid-Year Performance Assessment Report to the Mayor, National Treasury and Provincial Treasury by 25/01/2016. (s72 of the MFMA)	Date	23/01/2015	25/01/2016	Council Approved 2015/16 Mid-Year Performance Assessment Report	None	Opex	25/01/2016	None	n/a	n/a	Council Approved 2015/16 Mid-Year Performance Assessment Report
GGPP24	GGPP	Improve community confidence in the system of local government	PMS	Tabling Draft 2014/15 Annual Report to Council by 31/01/2016. (s121 - 129 MFMA)	Date	29/01/2015	31/01/2016	Council Approved 2014/15 Draft Annual Report	None	Opex	29/01/2016	None	n/a	n/a	Council Approved 2014/15 Draft Annual Report with Council Resolution
GGPP25	GGPP	Improve community confidence in the	PMS	Submission of the 2014/15 Annual	Date	10/02/2015	10/02/2016	Legislative Compliance with	None	Opex	1. National Treasury - 05/02/2016 2. Provincial	None	n/a	n/a	Signed Submission letters by the Municipal

**Good Governance and Public Participation**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		system of local government		Report to National Treasury, Provincial Treasury, AG and CoGHSTA by 10/02/2016. (S121 - 129 MFMA)				the Submission of the 2014/15 Annual Report.			Treasury - 04/02/2016 3. AGSA - 04/02/2016 4. CoGHSTA - 04/02/2016				Manager and Acknowledgement letters by the National Treasury, Provincial Treasury, AG and CoGHSTA
GGPP26	GGPP	Improve community confidence in the system of local government	PMS	Publishing of the 2014/15 Draft Annual Report in the local newspapers and municipal website by 10/02/2016. (s121 - 129 MFMA)	Date	10/02/2015	10/02/2016	Legislative Compliance with the Publication of the 2014/15 Annual Report.	None	Opex	02-08 Feb 2016 (Review Newspaper) and 04/02/2016 (Observer Newspaper)	None	n/a	n/a	Newspaper Notice on the Publishing of the 2013/14 Draft Annual Report
GGPP27	GGPP	Improve community confidence in the system of local government	PMS	# of Quarterly Performance Reports submitted to Council in line with MFMA S52 (d), by 30	Number	4	4	Legislative Compliance to MFMA (S52 (d)) Reporting on the implemen	None	Opex	4	None	n/a	n/a	Quarterly Institutional Report (MFMA S52 (d)) and Council Resolution

Good Governance and Public Participation															
KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				June 2016				tation of the Budget							

#### 5.4 B.4 Financial Viability

Financial Viability
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KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
FV01	FV	Enhanced Financial Viability and Improved Financial Management	Revenue Management	% Collection of revenue billed, total billed vs total collected	Percentage	85	90	Enhanced Financial Viability and Improved Financial Management	none	Opex	94	None	n/a	n/a	Billed Revenue v/s Collected Revenue reports
FV02	FV	Enhanced Financial Viability and Improved Financial Management	Expenditure Management	% adherence to the National Treasury and MFMA Norm (payment of suppliers) within 30 days of submitting correct invoice for supplying goods and services.	Percentage	100	100	Legislative Compliance to MFMA	None	Opex	100	None	n/a	n/a	Payments certificates, Invoices
FV03	FV	Enhanced Financial Viability and Improved Financial Management	Supply Chain Management (SCM)	% Timeous appointment of service providers within 90 days in line with the National Treasury Norm on appointment	Percentage	New	100	Legislative Compliance to MFMA	None	Opex	70	30	Non adherence to the scheduled dates on Procurement Plan Moratorium was imposed on the Evaluation and	Enforcement of Procurement Plan	Tenders awarded reports

**Financial Viability**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				of contractors									Adjudication of tenders which affected the appointment of service providers		
FV04	FV	Enhanced Financial Viability and Improved Financial Management	Asset Management	Deadline to conduct municipal wide asset register verification in line with GRAP standards by 30/06/2016	Date	30/06/2015	30/06/2016	Legislative Compliance to MFMA	None	R3m (Opex)	30/06/2016	None	n/a	n/a	Asset register summary and Audit report
FV05	FV	Enhanced Financial Viability and Improved Financial Management	Budget and Financial Reporting	Deadline for the development of AFS by 31/08/2015	Date	31/08/2014	31/08/2015	Legislative compliance to MFMA	None	Opex	31/08/2015	None	n/a	n/a	AFS, Submission letters and acknowledgment letter
FV06	FV	Enhanced Financial Viability and Improved Financial Management	Budget and Financial Reporting	% of municipality capital budget actually spent on capital	Percentage	New	75	Legislative compliance to MFMA	none	Opex	75	None	n/a	n/a	Capital Programme

Financial Viability															
KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		nt		projects by 30/06/2016											
FV07	FV	Enhanced Financial Viability and Improved Financial Management	Financial Viability	% Municipal debt coverage by 30/06/2016	Percentage	30/06/2015	17	Legislative compliance to MFMA	none	Opex	17	None	n/a	n/a	Council Approved S71 MFMA Reports
FV08	FV	Enhanced Financial Viability and Improved Financial Management	Financial Viability	Municipal outstanding service debtors by 30/06/2016	Ratio	30/06/2015	1.9	Legislative compliance to MFMA	None	Opex	1.9	None	n/a	n/a	Debtors age analysis
FV09	FV	Enhanced Financial Viability and Improved Financial Management	Financial Viability	Municipal cost coverage by 30/06/2016	Ratio	30/06/2015	200%	Legislative compliance to MFMA	None	Opex	269%				Council Approved S71 MFMA Reports

## 5.5 B.5 Local Economic Development

### Local Economic Development

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
LED01	LED	Increased economic growth, job creation and Sustainable human settlement	Job creation	# of Job opportunities created through the municipal LED initiatives by 30/06/2016 (Temporary job opportunities)	Number	500	155	Increased economic growth, job creation and Sustainable human settlement	None	Opex	509	none	n/a	n/a	Municipal LED initiatives report. List of employees, their details and the duration of employment. Attendance register
LED02	LED	Increased economic growth, job creation and Sustainable human settlement	informal business support	# of street traders capacitated by 30/06/2016	Number	350	160	Increased economic growth, job creation and Sustainable human settlement	None	Opex	179	none	n/a	n/a	Attendance register
LED03	LED	Increased economic growth, job creation and Sustainable human settlement	PMU	# of job opportunities created through the EPWP by 30 June 2016 (temporary job opportunities)	Number	4201	1702	Increased economic growth, job creation and Sustainable human settlement		Capex & Opex budget	3201	none	n/a	n/a	EPWP Reports .List of employees, their details and the duration of employment. Attendance registers
LED04	LED	Increased economic	Tourism	# of tourism programmes	Number	2	5	Increased economic	None	Opex	22	none	n/a	n/a	Tourism programmes

**Local Economic Development**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		growth, job creation and Sustainable human settlement		and projects supported by 30 June 2016				growth, job creation and Sustainable human settlement							and projects event reports
LED05	LED	Increased economic growth, job creation and Sustainable human settlement	Transportation Services	% Implementation IRPTS (Construction Phase) targets sets by 30 June 2016	Percentage	40	60	Increased economic growth, job creation and Sustainable human settlement	Integrated Rapid Public Transport System (IRPTS project)	R169m (Capex)	76%	none	n/a	n/a	Construction Progress Reports. IRPTS update projects implementation report
LED06	LED	Increased economic growth, job creation and Sustainable human settlement	SMME Support	# of SMME incubated by 30 June 2016	Number	7	20	Increased economic growth, job creation and Sustainable human settlement	SMME Programme	Opex	25	none	n/a	n/a	List of SMME incubated and the programme attended. Reports on SMME Incubation
LED07	LED	Increased economic growth, job creation and	SMME Support	# of SMME capacitated by 30 June		50	90	Increased economic growth, job	SMME Programme	Opex	781	none	n/a	n/a	Attendance register and reports



**Local Economic Development**

KPI No	Key Performance Area	Polokwane Strategic Objective	Municipal Programme	Key Performance Indicator	KPI Unit of Measurement	KPI Baseline (30 June 2015)	Annual Target (30 June 2016)	Strategic Objective Annual Outcome	KPI Projects	Budget	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance variance (30 June 2016)	Annual Actual Performance challenges (30 June 2016)	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		Sustainable human settlement		2016				creation and Sustainable human settlement							
LED08	LED	Increased economic growth, job creation and Sustainable human settlement	SMME Support	# of SMME linked with market by 30 June 2016	Number	90	100	Increased economic growth, job creation and Sustainable human settlement	SMME Programme	Opex	284	none	n/a	n/a	Attendance register and reports

**5.6 B.6 Capital Works Plan**

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Source of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
CWP01	BSD	Increased access to municipal services to all households	Facility Management	Renovation of Offices (Upgrade municipal offices to meet the requirements for Occupational Certificates) by 30 June 2016.	City	Municipal wide	3040	Director Community Development	Renovated Offices compliant to Occupational Standards	CRR	Polokwane Municipality	2000000	Renovations of municipal offices completed (Seshego Zone 3 offices, Sebayeng Dikgale offices, Seshego Zone 8 at 95% and Mankweng Library at 95%)	5% Seshego Zone 8  5% Mankweng Library	None	Contractor finalising the snag list.	Appointment letters, Project reports, Payment certificates
CWP02	BSD	Increased access to municipal services to all households		Upgrading of Offices Stadium (Partitioning of offices and office fittings)	City	20	3040	Director Community Development	Partitioned Offices with all office fittings	PTIS	Polokwane Municipality	R5m	.No performance	Partitioned Offices with all offices fittings not yet done	Delays in the appointment of contractor	Contractor has been appointed	Appointment letters, Project reports, Payment certificates
CWP03	BSD	Increased access to municipal services to all households		Upgrading of Barracks (partitioning of internal space into	City	23	3040	Director Community Development	Upgraded Barracks that meets occupational health standards	CRR	Polokwane Municipality	R1m	100% project completed	None	None	n/a	Appointment letters, Project reports, Payment certificates

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Sources of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				rooms. Installing of electrical fixes) by 30 June 2016.													
CWP04	BSD	Increased access to municipal services to all households		Refurbishment of Civic Centre (Construction of office space on 3rd floor, 4th floor and 5th floor) by 30 June 2016	City	20	3040	Director Community Development	Refurbished Civic Centre	CRR	Polokwane Municipality	R10m	100% completion of the 3 <sup>rd</sup> floor	none	Funds have depleted. Invoices are not paid in full	Invoices to be settled in the next financial year	Appointment letters, Project reports, Payment certificates
CWP05	BSD	Increased access to municipal services to all households	Sports & Recreation	Upgrading of Seshego Stadium (Building of clock rooms Installation of irrigation	Seshego	13	4530	Director Community Development	Completed clock rooms, installed irrigation, drainage, lights, fence and gate	CRR	Polokwane Municipality	R2m	90%	none	Construction period lapsed. Partial completion as soon as milestone are reached will be implemented	Contractor has purchased, first load should be on site in two weeks	monthly progress report

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Sources of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				system Installation of Drainage systems Installation of lightings Installation of a fence and gates											as penalties.  Delay in manufacturing electrical kiosk		
CWP06	BSD	Increased access to municipal services to all households	Sports & Recreation	Rehabilitation of Polokwane town pool (Heating of the pool, repairing of the roof and the ablution facilities)	City	22	4530	Director Community Development	Repaired roof and heated swimming pool	CRR	Polokwane Municipality	R1.5M	Overall projects progress is at 78%. Work on the main building, rehabilitation to the swimming pool commenced and heaters ordered and preparations done	Repaired roof and heated swimming pool not completed during the reporting period	Rollover funds were cancelled resulting in budget shortfall	Material for heating of the pool has been delivered. Construction of the alteration brick work has been done. Investigation upon the cause of the leakages	monthly progress reports
CWP07	BSD	Increased access to municipal	Sports	Upgrading of Ga-	Ga-Manamel	35	4530	Director Community	Astro turf and	MIG	Polokwane	R2m	No performan	Astro turf and	BAC is taking long to	Bids were evaluated. awaiting BAC	monthly progress reports

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Sources of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		services to all households	&Recreation	Manamela Sport Field (Installation of an Astro turfInstallation of ablution facility)	a			Development	completed ablution facilities		Municipality		ce	ablution facilities not completed due SCM process delays	adjudicate the bid	for resolution	
CWP08	BSD	Increased access to municipal services to all households	Sports &Recreation	Construction of Ga-Molepo Sport Complex (Construction of netball, basketball and volleyball fields Install an astro turf soccer field Construct ablution facilities)	Ga-Molepo	1,2,3,4,5	4530	Director Community Development	Complete netball, basketball and volleyball fields, astro turf for soccer and completed ablution facilities	MIG	Polokwane Municipality	R18,5m	Overall project progress is at 98% on both phase 1 %  2. Combo courts completed; building works (ablution & caretakers unit; water sewerage; storm water; roads; paving completed	none	none	none	monthly progress reports
CWP09	BSD	Increased access to municipal	Sports &Recreation	Construction Mankwen	Mankwen	25	4530	Director Community Development	Completed ablution and	MIG	Polokwane Municipality	20,000,000	First fix plumbing is	None	Electricity upgrade by Eskom is	Raised the matter to PMU for Municipal	monthly progress reports

Capital Works Plan

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Sources of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		services to all households		g Sport Complex (Construct ablution and change facilities Install irrigation and drainage system Install lights for the facility)				nt	change facilities, drainage system and lights		ty		complete; first fix electrical and commenced with HAV installation		delayed	Accounting office's intervention.	
CWP10	BSD	Increased access to municipal services to all households	Sports & Recreation	Extension 44/77 Sport and recreation facility - (Phase 1, multi-year project) (Construction of Sports Complex, soccer, netball, tennis and volleyball fields, ablution facilities, and recreation al park)	Greenside/Opposite Disteneng Settlement	8	MIG	Director Community Development	n/a	MIG	Polokwane Municipality	1,500,000	No performance	Project has not started due to delays in acquiring alternative land.	Implementation of the projects is delayed due to unavailability of the land. The allocated site was discovered to be a wet land/flood line.	Negotiation for acquiring the land on process	monthly progress reports

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Source of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
CWP11	BSD	Increased access to municipal services to all households	Sports & Recreation	Sport stadium in Ga-Maja (Construction of the clubhouse and 7 guardhouse)	Ga-Maja	2	MIG	Director Community Development	Completed sport stadium	MIG	Polokwane Municipality	4,000,000	5%	Construction of the club house and 7 guard house not completed	SCM released the appointment letter after a month	Contractor busy with site establishment and setting out; clearing the site	monthly progress reports
CWP12	BSD	Increased access to municipal services to all households	Sports & Recreation	Outdoor Sport facilities in all clusters (Construction of outdoor sporting facilities in all clusters)	All Clusters	All Clusters	4530	Director Community Development	Completed outdoor facilities in all clusters	Basic Service Delivery	Increased access to municipal services to all households	Sports & Recreation	No performance	Construction of outdoor sporting facilities in all clusters	The project was not approved for MIG funding. Therefore it will not be implemented.	Re-registration of the project with the MIG in the process	Director Community Development
<b>Roads and Storm water</b>																	
CWP13	BSD	Increased access to municipal services to all households	Roads & Storm water	Upgrading of 0.8km internal street in Mankweng area from gravel to tar by 30 June 2016	Mankweng		3230	Director Engineering Services	Completed Preliminary and Detailed design	CRR	Polokwane Municipality	2,000,000	No performance	Upgrading of 0.8km internal street in Mankweng area from gravel to tar by 30 June 2016 not done	Project cancelled due to shortage of fund, available budget was used to complete rollover project for this financial year	The project will be implemented in 2016/17 financial year.	Appointment letter and scoping report, prelim and detailed designs and payments certificates
CWP14	BSD	Increased access to municipal	Roads & Storm water	Installation of 800 Road	Municipal wide	Municipal wide	3230	Director Engineering Services	800 Road Signage installed	CRR	Polokwane Municipality	2,800,000	1831	None	n/a	n/a	Job cards, project reports and

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Source of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		services to all households		Signage (municipal wide by 30 June 2016)					and visible by 30 June 2016		ty						payment certificate
CWP15	BSD	Increased access to municipal services to all households	Roads & Storm water	Installation of 260 Road Signage municipal wide by 30 June 2016	Municipal wide	Municipal wide	3230	Director Engineering Services	260 Road Signage installed and visible by 30 June 2016	EPWP	Polokwane Municipality	156,000	626	None	n/a	n/a	Job cards, project reports and payment certificate
CWP16	BSD	Increased access to municipal services to all households	Roads & Storm water	Construction of 14 low level bridges in different wards by 30 June 2016	Municipal wide	Municipal wide	3230	Director Engineering Services	14 completed level bridges by 30 June 2016	CRR	Polokwane Municipality	2,000,000	35	None	n/a	n/a	Job cards, project reports and payment certificate
CWP17	BSD	Increased access to municipal services to all households	Roads & Storm water	Construction of 10 low level bridges in different wards by 30 June 2016	Municipal wide	Municipal wide	3230	Director Engineering Services	10 completed low level bridges by 30 June 2016	EPWP	Polokwane Municipality	1,000,000	21	None	n/a	n/a	Job cards, project reports and payment certificate
CWP18	BSD	Increased access to municipal services to all households	Roads & Storm water	Finalise layer works and drainage and surfacing on the 1.1km arterial	Chuene Maja cluster	3	3230	Director Engineering Services	Finalizing layer works and drainage and Surfacing 1.1km road length,	MIG	Polokwane Municipality	6,000,000	100% - 1.1km of road has been surfaced. The Project is practically completed	None	n/a	n/a	Project report, Payment certificate, practical.



**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Source of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
				road Mamatsha from gravel to tar by 30 June 2016					cleaning of site by 30 June 2016								
CWP19	BSD	Increased access to municipal services to all households	Roads & Storm water	Appointment of Contractor for the upgrading of 1.4km arterial road Makotopong from gravel to tar by 30 June 2016	Sebayeng cluster	24,06	3230	Director Engineering Services	Appointment of contractor and site establishment	MIG	Polokwane Municipality	2,454,121	No performance	Upgrading of 1.4km arterial road Makotopong from gravel to tar by 30 June 2016 not completed as planned.	Termination of engineer and appointment of a new engineer delayed implementation.	Project served at BAC committee	Project report, Payment certificate.
CWP20	BSD	Increased access to municipal services to all households	Roads & Storm water	Final layer works and surfacing on the upgrading of 1.7km arterial road Kgohloane from gravel to tar by 30 June 2016	Moletjie cluster	36	3230	Director Engineering Services	Finalizing layer works and Surfacing 1.7km road length, cleaning of site.	MIG	Polokwane Municipality	10,700,000	1.6km of road surfaced and the project is practically completed	1km	approximately 200m of SANRAL intersection was not constructed on the Kgohloane access road project due to SANRAL not approving way leave application	A meeting was held with Municipal officials and SANRAL representatives	Project report, Payment certificate, practical.
CWP21	BSD	Increased access to	Roads & Storm water	finalizing layer works,	Moletjie cluster	35	3230	Director Engineering Services	Finalizing layer works	MIG	Polokwane Municipality	6,700,000	81.30% - The Contracto	18.70%	The Project delayed due to relocation of	Meetings was held with Eskom and	Project report, Payment

Capital Works Plan

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Sources of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		municipal services to all households		drainage and surfacing of upgrading the 1km arterial road D3413 from D19 (Mamadilla to Ramakgaphola: D3414 to Ga Manamela) from gravel to tar by 30 June 2016					and drainage and Surfacing 1km road length, cleaning of site		ty		r is busy priming the road		Eskom pole which is beyond the Contractor control	letters requesting for the pole to be relocated has been issued to Eskom	certificate, practical.
CWP22	BSD	Increased access to municipal services to all households	Roads & Storm water	Finalizing layer works and surfacing on the upgrading of 1km Arterial road D977 from gravel to tar (Silicon to Matobole 19km) by 30 June	Chuene Maja cluster	1,2,3	3230	Director Engineering Services	Finalizing layer works and Surfacing 1km road length, cleaning of site.	MIG	Polokwane Municipality	7500000	1km of road surfaced	None	n/a	n/a	Project report, Payment certificate, practical.

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				2016													
CWP23	BSD	Increased access to municipal services to all households	Roads & Storm water	Completion of sub base on the upgrading of 1km Arterial road D4030 & D1809 from gravel to tar (Nobody to Laasteho op to Mothapo 17km) by 30 June 2016	Chuene Maja cluster	5,6	3230	Director Engineering Services	Completion of the sub base	MIG	Polokwane Municipality	9320000	17km- The Contractor has completed sub base and busy with the Base	None	n/a	n/a	Project report, Payment certificate.
CWP24	BSD	Increased access to municipal services to all households	Roads & Storm water	Final layer works and surfacing on the upgrading of 1km arterial road from gravel to tar at Sebayeng to Mantheding by 30 June 2016	Sebayeng cluster	32,33	3230	Director Engineering Services	Finalizing layer works and Surfacing 1km road length, cleaning of site.	MIG	Polokwane Municipality	6,752,288	1.1km of road has been surfaced	None	n/a	n/a	Project report, Payment certificate, practical.

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CWP25	BSD	Increased access to municipal services to all households	Roads & Storm water	Final layer works and surfacing on the Upgrading of 962m access road SDA 1 from gravel to tar by 30 June 2016 at (Lethuli and Madiba Park)	Seshego cluster	14	3230	Director Engineering Services	Finalizing layer works and Surfacing 962m road length, cleaning of site.	MIG	Polokwane Municipality	7,534,511	0.962km has been surfaced at Luthuli. Project is practically completed	None	n/a	n/a	Project report, Payment certificate, practical.
CWP26	BSD	Increased access to municipal services to all households	Roads & Storm water	Upgrading of 1.25km Arterial Road from gravel to tar in Rampheri by 30 June 2016	Chuene Maja cluster	4	3230	Director Engineering Services	Finalizing layer works and Surfacing 1.25km road length, cleaning of site.	MIG	Polokwane Municipality	7,082,080	1.25km of road has been surfaced at Rampheri	none	Late appointment of contractor due to moratorium, Poor planning by the Contractor	The Contractor has been requested to speedup progress and penalties will be applied	Project report, Payment certificate, practical.
CWP27	BSD	Increased access to municipal services to all households	Roads & Storm water	NDPG Projects (Construction of Non-Motorised Transport, paved walkways	Seshego cluster	12,17,37		Director Engineering Services	8.4 KM Concrete block paving.		Polokwane Municipality	31,072,000	96% - The Contractor is busy with paving sub base and blocks	none	Contractor behind program due to additional work	The Contractor has started with additional works	Project report, Payment certificate.

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				, bicycle routes, road signs, kerbs, drainage and road marking by 30 June 2016)													
CWP28	BSD	Increased access to municipal services to all households	Roads & Storm water	Detailed Designs on the Upgrading of 1km from gravel to tar Ntsime to Sefateng by 30 June 2016	Mankweng	27		Director Engineering Services	Scoping, Prelim and Detailed design.	MIG	Polokwane Municipality	800,000	No performance	Project advertised for appointment of a Consultant. Project delayed due to non-approval of roll over by MIG. Annual target has been revised to design only.	Project was stopped due to non-approval of MIG roll over by National treasury	Project will be implemented in the next financial year (2016/17)	Appointment letter and scoping report, prelim and detailed designs and payments certificates
CWP29	BSD	Increased access to municipal services to all households	Roads & Storm water	Detailed Designs for the Upgrading of 1km from gravel to tar Semenya to Matekereng by 30	Moletjie cluster	Cluster Wards		Director Engineering Services	Scoping, Prelim and Detailed design.	MIG	Polokwane Municipality	800,000	No performance	Detailed designs for the upgrading of 1km from gravel to tar Semenya to Matekereng by 30 June 2016 not done	Project was stopped due to non-approval of MIG roll over by National treasury	Project will be implemented in 2016/17 financial year	Appointment letter and scoping report, prelim and detailed designs and payments certificates

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				June 2016													
CWP30	BSD	Increased access to municipal services to all households	Roads & Storm water	Detailed Designs for the Incomplete road in Toronto (Planning for Upgrading of Arterial road and storm water infrastructure by 30 June 2016)	Mankweng	Cluster Wards		Director Engineering Services	Scoping, Prelim and Detailed design.	MIG	Polokwane Municipality	800,000	No performance	Detailed Designs for the incomplete road in Toronto not completed	Project was stopped due to non-approval of MIG roll over by National treasury	Project will be implemented in 2016/2017 financial year	Appointment letter and scoping report, prelim and detailed designs and payments certificates
CWP31	BSD	Increased access to municipal services to all households	Roads & Storm water	Sebayeng village (ring road) (Planning for Upgrading of Arterial road and storm water infrastructure by 30 June 2016)	Sebayeng cluster	Cluster Wards		Director Engineering Services	Scoping, Prelim and Detailed design.	MIG	Polokwane Municipality	800,000	No performance	Sebayeng village (ring road) Planning for upgrade of Arterial road and storm water infrastructure by 30 June 2016 not done	Project was stopped due to non-approval of MIG roll over by National treasury	Project will be implemented in 2016/2017 financial year	Appointment letter and scoping report, prelim and detailed designs and payments certificates
CWP32	BSD	Increased access to municipal	Roads & Storm water	Chebeng to Makweya (Planning	Moletjie cluster	Cluster Wards		Director Engineering Services	Scoping, Prelim and Detailed	MIG	Polokwane Municipality	800,000	No performance	Chebeng to Mankweng project not completed	Project was stopped due to non-approval of MIG roll	Project will be implemented in 2016/2017 financial year	Appointment letter and scoping report,

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		services to all households		for Upgrading of Arterial road and storm water infrastructure by 30 June 2016)					design.					as planned	over by National treasury		prelim and detailed designs and payments certificates
CWP33	BSD	Increased access to municipal services to all households	Roads & Storm water	Final Detailed Designs for the Internal Street in Seshego Zone 8 (Planning for Upgrading of Arterial road and storm water infrastructure by 30 June 2016)	Seshego cluster	Cluster Wards		Director Engineering Services	Scoping, Prelim and Detailed design.	MIG	Polokwane Municipality	800,000	No performance	Project not completed as of 30 June 2016	Project was stopped due to non-approval of MIG roll over by National treasury	Project will be implemented in 2016/2017 financial year	Appointment letter and scoping report, prelim and detailed designs and payments certificates
CWP34	BSD	Increased access to municipal services to all households	Roads & Storm water	Final Detailed Designs for the Ramongana bus and Taxi roads (Planning	Moletjie cluster	Cluster Wards		Director Engineering Services	Scoping, Prelim and Detailed design.	MIG	Polokwane Municipality	800,000	No performance	Final Detailed Designs for the Ramongana Bus and Taxi roads not completed.	Project was stopped due to non-approval of MIG roll over by National treasury	Project will be implemented in 2016/2017 financial year	Appointment letter and scoping report, prelim and detailed designs and payments certificates

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				for Upgrading of Arterial road and storm water infrastructure)													
CWP35	BSD	Increased access to municipal services to all households	Roads & Storm water	Final Detailed Designs for the Ntshitshane Road (Planning for Upgrading of Arterial road and storm water infrastructure by 30 June 2016)	Mankweng	Cluster Wards		Director Engineering Services	Scoping, Prelim and Detailed design.	MIG	Polokwane Municipality	800,000	No performance	Project not completed as on 30 June 2016	Project was stopped due to non-approval of MIG roll over by National treasury	Project will be implemented in 2016/2017 financial year	Appointment letter and scoping report, prelim and detailed designs and payments certificates
CWP36	BSD	Increased access to municipal services to all households	Roads & Stormwater	Final Detailed Designs for the Upgrading of 1km from gravel to tar Excelsior Street in Mankweng by 30	Mankweng cluster	Cluster Wards		Director Engineering Services	Scoping, Prelim and Detailed design.	MIG	Polokwane Municipality	800,000	No performance	Upgrading of 1km from gravel to tar Excelsior Street in Mankweng by 30 June 2016	Project was stopped due to non-approval of MIG roll over by National treasury	Project will be implemented in 2016/2017 financial year	Appointment letter and scoping report, prelim and detailed designs and payments certificates



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				June 2016													
<b>Water Supply and Reticulation</b>																	
CWP37	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Mmotong wa Perikisi (finalise scope when drilling of borehole and testing is done by 30 June 2016)	Mmotong wa Perikisi	10, 16	3340	Director Engineering Services	Equipping 5 boreholes , construction of 4.7m rising mains boreholes to 10Ml, Erect 5 concrete pump houses. Provision of five transformer.	MIG	Polokwane Municipality	10,000,000	No performance	Project completed as of 30 June 2016	The contractor is busy with site establishment as per SDBIP targets and materials are already delivered to site.	The contractor is on site and the project will be completed in the 2016/17	Project progress report, payment certificates and hand over certificates
CWP38	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Extension 78 bulk reticulation (Servicing of stands with water) by 30 June 2016	Municipal wide	8	3340	Director Engineering Services	Water reticulation at Ext 78	CRR	Polokwane Municipality	5,000,000	Completed the pipe laying and connections.	None	n/a	n/a	Project progress report and payment certificates
CWP39	BSD	Increased access to municipal services to all	Water Supply and reticulation	Upgrading of water reticulation in City cluster (Replacin	City	19,20,21,22,23	3340	Director Engineering Services	New installed pipelines in the city	CRR	Polokwane Municipality	13,500,000	Contractor has completed the pipe replacement as per	None	n/a	n/a	Project progress report, payment certificates and

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		households		g water lines in the city cluster) by 30 June 2016									the SDBIP target, physical progress is 93%.				completion certificates
CWP40	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Mothapo RWS Construction of 900kl at Matsuokwane village, Medium Pressure pipes and Auxiliaries, Earth works for pipe trenches and pipe bedding and borehole equipping and auxiliary works) by 30 June 2016	Mothapo	6, 24	3340	Director Engineering Services	Construction of reservoir and yard connections.	MIG	Polokwane Municipality	8,000,000	70%.	30%	Late appointment of contractor due to SCM moratorium during the July – December 2015	The contractor is busy with the reservoir as per SDBIP target.	Project progress report, payment certificates and hand over certificates
CWP41	BSD	Increased access to municipal services to all	Water Supply and reticulation	Moletjie East RWS (Consultant finalizing the scope	Moletjie East	15,36,38	3340	Director Engineering Services	Two Equipped boreholes , laying of 3km steel pipes, constructi	MIG	Polokwane Municipality	12,000,000	61.6%.	38.4%	Late appointment of contractor due to SCM moratorium during the July – December	Contractor busy with the pipe laying and equipping of boreholes as per the SDBIP target,	Project progress report, payment certificates and hand over

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		households		due to increase of the budget)					on of 1.22km main line and construction of pump house.						2015	physical progress is	certificates
CWP42	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Moletjie North RWS (Construction 200kl elevated steel tank, 1.5Km of 90mm pumping main to existing 400Kl elevated steel tank and drilling and equipment of one borehole, installation of 50 yard connections, extension of 500m reticulation at Manamel	Moletji North	35	3340	Director Engineering Services	1.5 Km pipes layed and 1 Boreholes equipped	MIG	Polokwane Municipality	3,000,000	95%	5%	Late appointment of contractor due to SCM moratorium during the July – December 2015	Contractor completed all the works, busy with testing and commissioning, physical progress is	Project progress report, payment certificates and hand over certificates

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				a) by 30 June 2016													
CWP43	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Sebayeng/Dikgale RWS (Construction of 219mm dia 3996 m steel pipe and 141mm 204 m dia steel pipe) by 30 June 2016	Sebayeng /Dikgale	29,31,32,33	3340	Director Engineering Services	Excavation and pipes laying	MIG	Polokwane Municipality	15,000,000	0%	No performance	The contractor did not comply with all contractual requirements.	The contract has been terminated.	Project progress report, payment certificates and hand over certificates
CWP44	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Moletjie South RWS (Upgrading of the rising main supply to 1.3Ml reservoir, drilling and equipping of two boreholes, fencing of 4 elevated steel tanks, internal reticulation)	Moletji South	9	3340	Director Engineering Services	Project hand over to the contractor and site establishment	MIG	Polokwane Municipality	13,000,000	0%	No performance	The first appointed contractor had withdrawn the appointment.	The bid was advertised and closed on 26 May 2016. The bid is at bid evaluation stage.	Project progress report, payment certificates and hand over certificates

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				n and yard connections at Chebeng and Makweya ) by 30 June 2016													
CWP45	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Houtriver RWS (Construction of 14.87 Km 75mm Ø Class 9 uPvc pipeline, Construction of 3.6 Km 110mm Ø Class 9 uPvc pipeline, Construction of 150 KI Steel tank, equipping of 2 boreholes and 49 Communal stand pipes) by 30 June 2016	Houtriver	18,35	3340	Director Engineering Services	Completed 14.87 Km 75mm Ø Class 9 uPvc pipeline, Construction of 3.6 Km 110mm Ø Class 9 uPvc pipeline, and Construction of 150 KI Steel tank.	MIG	Polokwane Municipality	8,000,000	.95%	5%	n/a	All the works are completed, contractor busy with snag list	Project progress report, payment certificates and hand over certificates

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CWP46	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Chuene Maja RWS (Upgrading of the water treatment works) by 30 June 2016	Chuene/Maja	1,2	3340	Director Engineering Services	Electrical and mechanical works and civil works	MIG	Polokwane Municipality	20,000,000	64%	36%	Physical work on site was poor and improved in significantly since January 2016	Contractor is busy with the civil works as per the SDBIP target, physical progress	Project progress report, payment certificates and hand over certificates
CWP47	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Molepo RWS (Extension of the Molepo water treatment plant) by 30 June 2016	Molepo	3,4	3340	Director Engineering Services	Mechanical works and installation of the fence	MIG	Polokwane Municipality	20,000,000	73%	27%	The contractor personnel were struggling with channel crossing.	The consultant to assist with most suitable solution after considering all possible solutions.	Project progress report, payment certificates and hand over certificates
CWP48	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Laastehop RWS (3230m X 160mm diameter uPVC, 2400m X 90mm. 250kl Elevated Steel Tank on 10m stand. 8 X Concrete chamber. 100m x 1.85 high	Laastehop	5	3340	Director Engineering Services	Excavation and pipes laying and foundation for the steel tank	MIG	Polokwane Municipality	6,043,360	25%	75%	The contractor is behind the schedule as per SDBIP target, physical progress is 25%.	Contractor to be put in terms for termination.	Project progress report, payment certificates and hand over certificates

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				security fence. 2 X Concrete Reservoir connections) by 30 June 2016													
CWP49	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Mankweng RWS (Construction of 2 x 250KI elevated steel tank. Construction of 800m 110mm Ø class 12 UPvc pipeline and construction of 250m 75mm Ø class 12 UPvc pipeline) by 30 June 2016	Mankweng	27, 25, 31, 7, 26	3340	Director Engineering Services	Pipe laying and foundations for steel tanks.	MIG	Polokwane Municipality	13,000,000	92.5%.	7.5%	None	The contractor has completed the pipe laying, steel tanks and standpipes.	Project progress report, payment certificates and hand over certificates
CWP50	BSD	Increased access to municipal services to all	Water Supply and reticulation	Boyne RWS (Construction of 2 x 250KI	Boyne	4	3340	Director Engineering Services	Excavation and pipes laying and	MIG	Polokwane Municipality	5,000,000	90%.	10%	Contractor busy with snag list, fixing of the leaks in the tank has	The contractor has completed all the works, he is busy with	Project progress report, payment certificates

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		households		elevated steel tank. Construction of 800m 110mm Ø class 12 UPvc pipeline and construction of 250m 75mm Ø class 12 UPvc pipeline) by 30 June 2016					foundation for the steel tank						been identified as one of the major challenges	the snag list and busy with the leaks	and hand over certificates
CWP51	BSD	Increased access to municipal services to all households	Water Supply and reticulation	Segwasi RWS (Construction of 9200m pipeline. Energizing and equipping 5 boreholes) by 30 June 2016	Segwasi	28	3340	Director Engineering Services	Excavation and pipes laying and foundation for the pump houses	MIG	Polokwane Municipality	8,000,000	The contractor busy with pipe laying and had completed the construction of pump houses.	None	None	None	Project progress report, payment certificates and hand over certificates
CWP52	BSD	Increased access to municipal services to all	Water Supply and reticulation	Badimong RWS (Exploration, drilling,	Badimong	30,31,34	3340	Director Engineering Services	Excavation and pipe laying.	MIG	Polokwane Municipality	13,000,000	Contractor busy with pipe laying and has	Badimong RWS (Exploration, drilling, testing,	Slow payment to the contractor is delaying the purchase of	Fast tracking of payments to the service provider	Project progress report, payment certificates



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		households		testing, electrification and equipping of water abstraction facilities of four (4) boreholes, construction 700KL reservoir, and 7869m pipeline) by 30 June 2016									completed construction of pump houses. Overall project progress at 68%	electrification and equipping of water abstraction facilities of four (4) boreholes, construction 700KL reservoir, and 7869m pipeline) by 30 June 2016	certain material for the speedy completion of the project		and hand over certificates
<b>Electricity/Energy Services</b>																	
CPW53	BSD	Increased access to municipal services to all households	Energy Services	Street Lights (Illumination of public areas) by 30 June 2016	City and Seshego	19,20,21,22,23	3430	Director Engineering Services	Illuminated public areas	CRR	Polokwane Municipality	750,000	52 installed and energized	None	n/a	n/a	Advert, tender document, payment certificates
CPW54	BSD	Increased access to municipal services to all households	Energy Services	High mast Lights various villages (Illumination of public	Municipal wide	Municipal wide	3430	Director Engineering Services	Installed and functional high mast lights	CRR	Polokwane Municipality	3,000,000	5 installed out of 7	2	Delay in identifying the sixth and seventh spot, and Eskom connections	The sixth and seventh spot identified and foundation completed, waiting 21 days to dry.	Advert, tender document, payment certificates

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				areas) by 30 June 2016													
CPW55	BSD	Increased access to municipal services to all households	Energy Services	Installation of quality of supplied meters by 30 June 2016	City	23	3430	Director Engineering Services		CRR	Polokwane Municipality	2,000,000	0% (No performance)	None	The Bid Adjudication Committee recommended that the project be re-advertised through limited bidding method	Re-advertise the project in the new financial year (2016/17)	Advert, tender document, payment certificates
CWP56	BSD	Increased access to municipal services to all households	Energy Services	SCADA RTU (Replace 14 redundant and outdated RTU in substations) by 30 June 2016	City	11,12,13,14,17,20,21,22,23	3430	Director Engineering Services	(Replace redundant and outdated RTU in substations)	CRR	Polokwane Municipality	2,000,000	0% (No performance)	None	The Bid Adjudication Committee recommended that the project be re-advertised through limited bidding method	Re-advertise the project in the new financial year (2016/17)	Advert, tender document, payment certificates
CWP57	BSD	Increased access to municipal services to all households	Energy Services	Upgrade 6 x 800A Busbars to 6 x 1200A in Alpha 66KV Distribution substation by 30 June 2016	City	23	3430	Director Engineering Services	Upgrade 6 x 800A Busbars to 6 x 1200A in Alpha 66KV Distribution substation	CRR	Polokwane Municipality	2,000,000	Contractor appointed. Overall progress at 25%	75%	Late appointment of contractor due to SCM moratorium during the July – December 2015	Busy with service level agreement and guarantees	Advert, tender document, payment certificates

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CWP58	BSD	Increased access to municipal services to all households	Energy Services	Design the 66 KV line from Bakone to IOTA substation by 30 June 2016	City	11,12,13,14,17,19,20,21,22,23	3430	Director Engineering Services	Designed 66 KV line from Bakone to IOTA substation	CRR	Polokwane Municipality	1,000,000	80%	20%	Long processes for negotiating servitude	At final stages of servitude negotiations and final route identified.	minutes, Payment certificates
CWP59	BSD	Increased access to municipal services to all households	Energy Services	Design Bakone substation by 30 June 2016	City	19,20,21,22,23	3430	Director Engineering Services	Designed Bakone substation	CRR	Polokwane Municipality	1,000,000	100% - Received final draft Design report	None	n/a	n/a	minutes, Payment certificates
CWP60	BSD	Increased access to municipal services to all households	Energy Services	Electrify low income houses rural.	Matobole		3430	Director Engineering Services	Electrification of 285 Stands		Polokwane Municipality	4,100,000	100% - Dairying project completed and Energized	None	n/a	n/a	Completion certificate, payment certificates and progress reports
CWP61	BSD	Increased access to municipal services to all households	Energy Services	Electrify low income houses rural.	Ga-Tshwene Moshate		3430	Director Engineering Services	Electrification of 216 Stands		Polokwane Municipality	3,250,000	100% - Villages completed and energized, Ga-Chokoe	None	Delays in obtaining outage	Engaged Eskom	Completion certificate, payment certificates and progress reports
CWP62	BSD	Increased access to municipal services to all households	Energy Services	Electrify low 230 income houses rural at Ga-Jack Ext by 30 June 2016.	Ga-Jack Ext		3430	Director Engineering Services	Electrification of 230 Stands		Polokwane Municipality	3,300,000	100% - village completed as part of Segoreng	None	Wrong information given that included	n/a	Completion certificate, payment certificates and progress reports

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CWP63	BSD	Increased access to municipal services to all households	Energy Services	Electrify low 597 income houses rural at Ga-Moropo/ Maredi by 30 June 2016.	Ga-Moropo / Maredi		3430	Director Engineering Services	Electrification of 597 Stands at Ga-Moropo/ Maredi		Polokwane Municipality	6,361,682	Contractor completed the scope of work and waiting outage dates from Eskom	Waiting period for outage dates	Waiting period for outage dates	Upload PCS file in time and invite Eskom to meetings	Completion certificate, payment certificates and progress reports
CWP64	BSD	Increased access to municipal services to all households	Energy Services	Electrify 760 low income rural households at Makanya Ext by 30 June 2016.	Makanya Ext		3430	Director Engineering Services	Electrification of 760 Stands at Makanya Ext		Polokwane Municipality	10,900,000	contractor completed scope of work and waiting for outage dates from Eskom	Waiting period to obtain outage dates	Waiting period to obtain outage dates	Upload PCS file in time and invite Eskom in meetings	Completion certificate, payment certificates and progress reports
CWP65			Energy Services	Electrify 243 low income rural households at Ga-Mabotja/ Mokgau Park by 30 June 2016.	Ga-Mabotja / Mokgau Park		3430	Director Engineering Services	Electrification of 243 Stands at Ga-Mabotja/ Mokgau Park		Polokwane Municipality	3,500,000	20% - completed design work	60%	Project not implemented due to capacity challenge from ESKOM.	Electrification to take place in 2016/17. Eskom working on capacity project in the area	Completion certificate, payment certificates and progress reports
<b>Environmental Management</b>																	
CWP66	BSD	Increased access to municipal services to all	Environmental Management	Botanical garden (erecting wall and drafting a	Sterpark	21		Director Community Services	Perimeter wall	CRR	Polokwane Municipality	500,000	(75%) Material for building perimeter	25%	Consultant appointment executed at a late stage and this	Appointed Consultant to develop Masterplan and designs	Invoices and delivery notes. Pictures

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		households		layout plan at SterPark) by 30 June 2016									wall procured. BAC resolution for the appointment of Consultant attached		contributed to the delay in implementation	for implementation of the Project	
CWP67	BSD	Increased access to municipal services to all households	Environmental Management	Develop park at Tom Naude Dam (installing irrigation lines, drilling of the boreholes, develop the garden and erect play equipments) by 30 June 2016	Welgelegen	20		Director Community Services	Play amenities and garden	CRR	Polokwane Municipality	800,000	(100%) Play equipment installed, paving of parking area 1 completed, irrigation system partially complete, trenching and cabling for borehole done	none	n/a	n/a	Invoices and delivery notes. Pictures
CWP68	BSD	Increased access to municipal services to all households	Environmental Management	Upgrading of Tom Naude Park (laying paving bricks and erect palisade fence) by 30 June	Welgelegen	20		Director Community Services	Play amenities and garden	EPWP	Polokwane Municipality	700,000	(100%) Budget used to pay temporary employees and expenditure is at 100 percent.	none	Scope of work altered. Ranch fence was erected in the place of the Palisade Fence.	Update the scope of work to reflect actual implementation and the details of the project implementation.	Invoices and delivery notes. Pictures

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				2016									Paving was done and the ranch fencing was erected.				
CWP69	BSD	Increased access to municipal services to all households	Environmental Management	Upgrading of environmental education centre (erecting the outdoor training facilities and to put up the fence around the facility) by 30 June 2016	Polokwane Game reserve	6		Director Community Services	Training facilities	CRR	Polokwane Municipality	500,000	(100%) Material for the construction of an outdoor classroom (lapa) procured.	none	n/a	n/a	Invoices and delivery notes. Pictures
CWP70	BSD	Increased access to municipal services to all households	Environmental Management	Zone 4 park expansion phase 2 (expand the park by 2000 Square meters, clear the ground and ranch poles, plant	Seshego	12		Director Community Services	Park amenities	CRR	Polokwane Municipality	500,000	(100%) Benches and tables installed, play equipment installed in the last quarter, irrigation material and river sand	None	n/a	n/a	Invoices and delivery notes. Pictures

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				braai stands and sitting benches) by 30 June 2016									procured.				
<b>Traffic and Licensing</b>																	
CWP71	BSD	Increased access to municipal services to all households	Traffic and Licenses	Upgrading of city vehicle test station (replace of electronic equipment's and mechanical works) by 30 June 2016	City	23		Director Community Services	Installed new electronic equipment's and mechanical works	CRR	Polokwane Municipality	800,000	(90%) Project has reached practical completion.	10%	Contractor busy with snag list	Contractor busy with snag list	calibration certificates, payment certificates and hand over certificates
CWP72	BSD	Increased access to municipal services to all households	Traffic and Licenses	Upgrading of city weigh bridge (extending the length of the bridge from 18m to 24m and removal of weigh bridge	City	23		Director Community Services	Extended length of the weigh bridge from 18m to 24m and new multi-deck weigh bridge	CRR	Polokwane Municipality	375,000	No performance	75%	SCM took too long to finalize the BAC resolution	Fastrack the appointment of contractor and proceed with the implementation	calibration certificates, payment certificates and hand over certificates

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				single deck to multi-deck) by 30 June 2016													
CWP73	BSD	Increased access to municipal services to all households	Traffic and Licenses	Construction of Mankweng Traffic and licensing test station	Mankweng	25		Director Community Development	Complete Traffic and License Centre at Mankweng	CRR	Polokwane Municipality	1,500,000	No performance	Project not implemented and completed as planned by 30 June 2016	SCM took too long to finalize the BAC resolution	Project cancelled and to be re advertised in the next financial year	Appointment letters, Project reports
CWP74	BSD	Increased access to municipal services to all households	Traffic and Licenses	Construction of a filling area at Polokwane Traffic Centre by 30 June 2016	City	23		Director Community Development	Filling area at Polokwane Traffic Centre	CRR	Polokwane Municipality	375,000	No performance	Project not completed as planned on the 30 June 2016	SCM delays in appointment of contractors	SCM to fastrack the evaluation	Appointment letters, Project reports, Payment certificates
CWP75	BSD	Increased access to municipal services to all households	Traffic and Licenses	Upgrading of Maja/Chune cash office (Installing of Bullet proof glasses at cashier teller and installation of strong room) by 30 June 2016	Maja/Chune	2		Director Community Development	Installing of Bullet proof glasses at cashier teller, installing of strong room door, installing of security gates.	CRR	Polokwane Municipality	500,000	90%	10%	Special security units required	To outsource the units from Gauteng	Appointment letters, Project reports, Payment certificates



Capital Works Plan																	
CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Source of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
<b>Information Services</b>																	
CWP76	MTO D	Improved efficiency and effectiveness of Municipal administration	ICT	Development and Implementation of IT Strategy	City	All Wards	5210	Director Corporate and Shared Services	Business process analysis and automation	CRR	Polokwane Municipality	3,000,000	60% - Draft of ICT Strategy, Implementation plan and Operational plan	A strategy is a plan with a minimum of 5 years it is not possible to draft and implement within a year.	Implementation plan will be finalized and implement accordingly	Project progress reports, Invoices, Closeout report and process automation	Development and Implementation of IT Strategy
<b>City Planning</b>																	
CWP77	Spatial Rationale	Increased economic growth, and sustainable human settlements	City Planning	Township establishment ext 78	Disteneng	8		Director Planning and Economic Development	Township register at deeds office for Polokwane Ext 78	CRR	Polokwane Municipality	1,500,000	General Plan Approved Documents lodged at the deeds office for opening of a township register	General Plan Approved Documents lodged at the deeds office for opening of a township register	Tracking register attached Backlog at the deeds office	Follow up progress at the deeds office	Proclamation notice
<b>Transport Operations (Infrastructure PIRPTS)</b>																	
CWP78	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	8, 14		Director Transport Services	Construction of 0.4km bus lanes & rehab of Mixed traffic lanes, 1.4km NMT	PTISG	Hillary Construction	35,000,000	98% completed as at 23 June 2016 for the construction of 0.4km BRT	2%	None	Additional budget approved R1,000,000	Constructed roadways & NMT facilities, Monthly Progress Reports Payment Certificates

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									facility, 450m storm water pipe systems				lanes, widening of intersection, 1.4KM NMT and 0.7km storm water systems. 1 x Bus stop. Practical completion cert & updated progress report for July attached to confirm 100% completion.				
CWP79	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	8,14		Director Transport Services	Upgrading of 2.0km access road gravel to surfaced with NMT, 1,588km storm water pipes, 1,540km subsurface drains.	PTISG	Gorogang Plant Hire	35,000,000.00	Upgrading of 2km roadway, surfacing, kerbs and storm water systems completed, electrical street lightning 40%, 1x Bus stop complete	80% NMT	Not sufficient budget to complete project. Will complete within next phase. Multiyear appointment	To complete the project in the next phase	Constructed roadways & NMT facilities, Monthly Progress Reports Payment Certificates

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													d, NMT layer works 20%				
CWP80	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	21,22		Director Transport Services	Rehabilitation of 5 streets 4.93km, Construction of 1.05km NMT & 6 bus stops	PTISG	Vharanani/Boitshoko	35,000,000.00	4.67km Road way rehabilitation, 0.82km NMT infrastructure & 11 bus stops completed	0.26km	None	None	Rehabilitated and upgraded Roadways, NMT facilities and bus stops, Monthly Progress Reports & payment certificates
CWP81	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	6,11		Director Transport Services	Rehabilitation of 2.1km street with 1.5km NMT, 2 steel pedestrian bridges, Construction of 1.0km new road with 1 culvert structure.	PTISG	MacP Construction	35,000,000.00	2.1km road way rehabilitated with 0.7km NMT infrastructure, 0.55km concrete channel and steel walkway attachment to culvert structure; upgrading of 1km roadway with NMT and 1x culvert structure,	None	n/a	n/a	Rehabilitated and upgraded Roadways, NMT facilities and bus stops, Monthly Progress Reports & payment certificates

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													8 bus stops. 95% completion reported as on 22 June 2016. Practical completion certificate & Completion certificate are attached confirming 100% completion.				
CWP82	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	8		Director Transport Services	Construction of 2.5km NMT (walkway & cycle lane) and upgrade 1 pedestrian Bridge	PTISG	Rea Dira Projects	10,000,000.00	Progress achieved 60% on the Construction of 2.4km walkways, relaying of paving, alterations to steel bridge and guardrails 50%	40% construction on of 2.4km and 50% guardrails	Project started late due to budget shortfall for consultant's supervision. Community unrest delay approximately 30 days	Additional budget approved during budget adjustment. Political intervention to resolve community issues	Constructed walkways & cycle lanes, Monthly Progress Reports Payment Certificates
CWP83	LED	Increased economic	Transportation Services	IRPTS infrastructure	City/Seshego	8,14		Director Transport	Supervision on	PTISG	Iliso	2,160,000.0	Construction		None	None	Constructed roadways &

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		growth, and sustainable human settlements		ure City& Seshego Phase 1a				Services	Trunk			0	completed. Practical completion certificate issued. Contractor did complete the snag list. Refer to updated progress report for July for completion				NMT facilities, Monthly Progress Reports Payment Certificates
CWP84	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure ure City& Seshego Phase 1a	City/Seshego	14		Director Transport Services	Supervision on Trunk Ext Seshego	PTISG	Aecom/Tshashu JV	1,800,000.00	The implementation for the project is 72% completed. The roadway is partially surfaced, storm water systems completed. Busy with street lighting and finishing of the site	28%	Insufficient budget for professional fees	Approval to use contingency amount to cover shortfall on budget for fees	Constructed roadways & NMT facilities, Monthly Progress Reports Payment Certificates

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CWP85	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	21,22		Director Transport Services	Supervision on Feeders	PTISG	GIBB	2,100,000.00	Implementation completed of 4.67km Road way rehabilitation, 0.82km NMT infrastructure & 11 bus stops. Practical completion certificate issued		Insufficient budget for consultants supervisory fees	Approval obtained to use contingency amount to co-fund shortfall on professional fees	Rehabilitated and upgraded Roadways, NMT facilities and bus stops, Monthly Progress Reports & payment certificates
CWP86	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	6, 11		Director Transport Services	Supervision on Trunk Extension Moletjie	PTISG	DMV Limpopo	-	The implementation of the project for the rehabilitation of 2.1km roadway as well as the upgrading of 1km new roadway is completed. The contractor has complete		None	None	Rehabilitated and upgraded Roadways, NMT facilities and bus stops, Monthly Progress Reports & payment certificates

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													ed the snag list. Refer to completion certificate				
CWP87	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City& Seshogo Phase 1a	City/Seshogo	8		Director Transport Services	Supervision on NMT construction	PTISG	RHDHV	3,000,000.00	The progress on implementation achieved is 60% at 22 June 2016 on the 2.4km walkways, relaying of paving, alterations to steel bridge and guardrails 50%		Insufficient budget was allocated to the consultant as a substantial amount for work done in the previous financial year was outstanding for payment. Community unrest delayed the project for about 30days	Additional budget was obtained during midyear budget adjustment. Political intervention resolved the community unrest	Constructed walkways & cycle lanes, Monthly Progress Reports Payment Certificates
CWP88	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City& Seshogo Phase 1a	City/Seshogo	11		Director Transport Services	Planning & Design of Bus Depot	PTISG	Iliso	11,000,000.00	The preliminary detail planning for the depot and 2 bus stations are completed.		The designs are interdependent from other activities like the finalization of the depot site, the rezoning process as well as environmental approval	The site was approved by council and the rezoning is done internally by the Municipality. An Environmental consultant was appointed to obtain the environmental processes	Monthly, Quarterly, Annual Progress Reports, Payment Certificates. Detail design drawings

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																and approval.	
CWP89	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	6,8,11,12,13,14,17,21,22,23		Director Transport Services	Universal Access compliance on projects	PTISG	Disability Solutions	750,000.00	Multiyear appointment of service provider		Availability of service provider	To engage with service provider	Monthly, Quarterly, Annual Progress Reports, Payment Certificates.
CWP90	LED	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	6,8,11,12,13,14,17,21,22,23		Director Transport Services	OHS compliance	PTISG	Rev2Light	2,000,000.00	Assessment of all projects and compliance monitoring.		Late appointment of OHS consultant	Urgent induction and involvement to all projects. Budget reduced	Monthly, Quarterly, Annual Progress Reports, Payment Certificates.
CWP91	Local Economic Development	Increased economic growth, and sustainable human settlements	Transportation Services	IRPTS infrastructure City & Seshego Phase 1a	City/Seshego	6,8,11,12,13,14,17,21,22,23		Director Transport Services	Environmental Management	PTISG	Gudani Consulting	2,000,000.00	Environmental assessment and compliance monitoring on respective projects		Late appointment and outstanding Environmental approvals	Fastrack induction to projects and engagement with outstanding approvals	Monthly, Quarterly, Annual Progress Reports, Payment Certificates.
<b>Transport Systems and Operations</b>																	
CWP92	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Transportation System and Operational Planning City, Seshego & Go-Live Phase 1a	City	Municipal wide		Director Transport Services	Updated Technical Systems & Operational Plan	PTISG		6,999,600.00	The moderation process is ongoing; however, a decision was taken to plan for "lite" Intelligent		It is important that the moderation process is completely so that finality can be reached on the AFC and APTMS. This is needed in	Further engagement is arranged with the DoT for the 22 July 2016, a new strategy is to be proposed on how we handle the moderation	Monthly Progress Report, Payment Certificates, Technical Notes/Council Items, TOP updates.



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													Transport System. The control centre construction can thus go on. A contractor has been appointed.		order to determine the operational deficit amongst other things. The appointment letter of the Contractor for the Control Centre is not aligned to the IRPTS needs and this needs to be corrected.	process. A meeting has been requested with the relevant directors and the Facilities Management team to resolve the appointment of the Contractor for the construction of the control centre.	
CWP93	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Transportation System and Operational Planning City, Seshego & Go-Live Phase 1a	City	Municipal wide		Director Transport Services	Universal Access Design Approvals & UA Implementation	PTISG		1,729,500.00	Physical Infrastructure Audits were undertaken. Results of the special focus workshop/surveys undertaken for people living with disabilities were presented. Design audits undertaken.		Physical Infrastructure Audits were undertaken. Results of the special focus workshop/surveys undertaken for people living with disabilities were presented. Design audits undertaken.	A drop-box has been setup to assist the design audit process. Sessions are planned with each work stream for the next financial year; each stream will be trained on Universal Access activities and the relevance to their streams.	Monthly Progress Report, Payment Certificates, Technical Notes/Council Items, UADP updates & Design Approvals.

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<b>Transportation (Business and Financial Planning)</b>																	
CWP94	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Financial Planning City & Seshego Phase 1a	City/Seshego	Municipal wide		Director Transport Services	Concept Note for Phase 1a	PTISG		385,984.00	95% - The Concept note document has been completed and submitted to NDOT. It has however not been approved by council.		It took longer to complete the moderation of the bus fleet, AFC and APTMS.	The Final Concept note document would be submitted in the next council meeting.	Council item, Draft business plan for Phase 1a
CWP95	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Financial Planning City & Seshego Phase 1a	City/Seshego	Municipal wide		Director Transport Services	Bus Funding / Financing & Procurement	PTISG		199,506.00	35% - The Draft Bus financing/funding reports have been completed waiting for moderation exercise to be completed.		The activity depends on other work stream's activities. The moderation exercise has been completed during June 2016 and the process of funding would commence during the next financial year.	The moderation exercise has been completed June. The Bus financing/funding and procurement process would be completed during	Proof of Submission to the DOT, and Feedback from DOT and National Treasury.
CWP96	LED	Increased economic growth, and sustainable human	Transportation Services	Financial Planning City & Seshego Phase 1a	City/Seshego	Municipal wide		Director Transport Services	Infrastructure financing and funding	PTISG		25,000.00	49% - The Draft PPP Funding Model		Budget required completing the work.	Budget provision in the next financial year will be made.	PPP Funding Model report

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CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Sources of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		settlements											report has been developed.				
CWP97	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Financial Planning City & Seshego Phase 1a	City/Seshego	Municipal wide		Director Transport Services	VOC Business Model and Compensation Model	PTISG		200,000.00	0%-The activity depend on the completion of the Market survey.		Activity dependent on completion of the Market Survey in progress.	The market survey result would be available in August and the process would commence immediately after the settlement of the results with the Taxi industry. Refer to page 8 of the Market survey progress report.	Approved compensation Model
CWP98	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Financial Planning City & Seshego Phase 1a	City/Seshego	Municipal wide		Director Transport Services	AFC Implementation Support	PTISG		307,794.00	86%-The Draft Fare policy completed.		The Completion of the Fare policy depend on the type of AFC to be used. The AFC was being moderated and completed during June 2016.	The Fare policy will be completed in the next financial year.	Draft Fare policies, Business rules for AFC.
CWP99	LED	Increased economic growth, and sustainable human	Transportation Services	Financial Planning City & Seshego Phase 1a	City/Seshego	Municipal wide		Director Transport Services	Institutional arrangement with Provincial	PTISG		225,912.00	75%-Communication with both Executive		The signing of the agreement is dependent on the availability of	Continue engagement with both parties to ensure that	Signed Inter Governmental Agreement (IGA)

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Sources of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
		settlements							Government				Mayor and the MEC for Economic Development is ongoing.		the MEC and the Executive Mayor.	the agreement is signed during the new financial year.	
CWP100	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Financial Planning City & Seshego Phase 1a	City/Seshego	Municipal wide		Director Transport Services	Market Survey Phase 1 & 2	PTISG		6,184,386.00	90%- Market survey field work for taxi industry has been completed. The survey for GNT still not completed due to disagreement with GNT. Operation licence verification work plan has been agreed with the taxi industry and will be completed in August.		The Market survey processes and operating licence verification is a negotiated process with the taxi industry. Agreeing on the Methodology to be applied.	Complete the Report as described in the market survey Schedule.	OL Verification and Market Survey Report

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Source of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
<b>Transportation Services (Industry Transition)</b>																	
CWP 101	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Industry Transition	City/Seshogo	Municipal wide		Director Transport Services	Engagement (Industry Transition) with affected operators through Joint Steering Committee (JSC @10)/Working Groups (WGs @11) and Project Coordinating Committee (PCC @6)	PTISG		12,641,386.00	18 working groups, 5 PCC and 03 JSC. Undertook taxi industry information campaigns and negotiation skills training		None	None	Minutes, presentations and attendance registers
<b>Transportation Services (Marketing and Communications – PIRPTS)</b>																	
CWP102	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Marketing and Communication of PIRPTS	City/Seshogo	Municipal wide		Director Transport Services	System Name voting and Registration process	PTISG		2,929,824.56	15000 names received from the public. The System Naming Committee shortlisted 5 names		Approval from Council was received on 30 June 2016, voting and registration of name can only take place in the next financial year		Nomination forms, Minutes, Agenda, Pictures and Reports. Adverts, USSD line

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Sources of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
													and submitted a report to Council for further shortlisting as per the approved methodology. Council approved 4 names for public voting				
CWP103	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Marketing and Communication of PIRPTS	City/Seshogo	Municipal wide		Director Transport Services	Stakeholder engagements and Media Relations	PTISG		551,256.14	Held 4 media functions and a press detailed project update		None	None	Media invites, attendance register and advertorial, Pictures
CWP104	LED	Increased economic growth, and sustainable human settlements	Transportation Services	Marketing and Communication of PIRPTS	City/Seshogo	Municipal wide		Director Transport Services	Strategic Events	PTISG		2,500,000.00	The strategic event was completed as planned. Held the Annual Mayoral Cycle Race		None	None	Videos, Pictures, Adverts on different forms of media.
<b>Supply Chain Management</b>																	
CWP	Financial	Improved Financial	Supply Chain	Upgrading of	City	23	7030	Chief Financial	Completed new	CRR	Polokwane	433,800	54% implemented		Moratorium which was	Revised project	Appointment letters

**Capital Works Plan**

CWP No	KPA	Polokwane Strategic Objective	Municipal Programme	Project Name	Project Location	Ward No	Vote No.	Project Owner	Annual Project Output/Target (30 June 2016)	Sources of Funding	Implementation Agent	Budget (Adjusted)	Annual Actual Performance Achieved (30 June 2016)	Annual Actual Under-Performance Variance (30 June 2016)	Annual Actual Performance Challenges	Measures to correct under-performance	Portfolio of Evidence supporting reported performance (30 June 2016)
105	Viability	Position of the Municipality	Management	Stores (Construction of new storage area with offices and toilets by 30 June 2016)				Officer	storage area with offices and toilets		Municipality		tation		imposed on the Evaluations and Adjudication of Projects has affected the spending on the project negatively	implementation plan is executed accordingly	,Project reports, Payment certificates

**6. B.7 Performance on National General Key Performance Indicators**

Section 43 of the Local Government: Municipal Systems Act, Act 32 of 2000 and the Local Government Performance Regulations of 2001 require the municipality to report on the national general key performance indicators. The table below depicts how Polokwane Municipality performed on the National General Key Performance Indicators.

**Table 5: National General Key Performance Indicators**

National General Key Performance Indicator	Baseline 2014/15	Annual Target 2014/15	Actual Achieved 2014/15	Annual Target 2015/16	Actual Performance Achieved 2015/16
% of Households with access to basic level of Water by 30 June 2016	171 054 HH	3700 HH	4181. Achieved	97.2% (500)	97%
% of Households with access to basic level of sanitation by 30 June 2016	77 869 HH	2351 HH	Achieved (2360 VIP toilets constructed)	51% (95049) 1750 HH	50.60%
% of new Households connected to electricity by 30 June 2016	148 535 HH	2059 HH	1596 households connected	89% (5051 planned)	6330
% of Households with access to basic level of solid waste by 30 June 2016	52%	Target not set	Target not set	52.4%	54.60%
% of households earning less than R1100 per month with access to free basic services (per Polokwane Indigent Policy) by 30 June 2016	9270	Target not set	Target not set	9500 (100%)	12207 (100%)
% of municipal capital budget spent on capital projects for the 2015/16 financial year		Target not set	Target not set	75%	75%
# of Job opportunities created through the municipal LED initiatives by 30/06/2015 (Temporary job opportunities)	500	155	408 Job Opportunities Created	155	
# of job opportunities created through the EPWP by 30 June 2015 (temporary job opportunities)	4201	1702	4898	1702	3201
# of people from employment equity targets group employed in the three highest levels of management in compliance with the municipality's EEP.		Target not set	Target not set	5	MEC for CoGHSTA placed a moratorium on the appointment of senior managers due to incorporation of Aganang Municipality to Polokwane



National General Key Performance Indicator	Baseline 2014/15	Annual Target 2014/15	Actual Achieved 2014/15	Annual Target 2015/16	Actual Performance Achieved 2015/16
					Municipality.
% of Municipal Budget spent on implementing the Workplace Skills Plan by 30 <sup>th</sup> June 2015	1%	n/a	1%	1%	1%
Financial viability ratios	Debt coverage			17%	17%
	Outstanding service debtors ratio			1.9	1.9
	Cost coverage			3 months	

**7. B.8 Municipal Performance Assessment of Service Providers for 2015/16 Financial Year**

The Project Management Unit (PMU) is responsible for the rating of the service providers that are appointed by the municipality. The rating is done on a monthly basis and consolidated into an annual performance. The municipality uses a five-point rating scale and the rating is as follows:

**Table 6: Rating Scale**

Rating Scale	Description of the Rating
1	Poor Performance
2	Fair Performance
3	Good Performance
4	Very Good Performance
5	Performance Above Expectations

Service Providers that are performing below the acceptable expected performance, the municipality intervenes by having engagement meetings. In a situation of persistent non-performance, the municipality instructs the Project Consultant to issue performance letters.

ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS								
Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
<b>FACILITY MANAGEMENT (NEW)</b>								
Renovation of Offices		Renovation of Municipal facilities to meet the Building Standard and OHS act and to obtain Occupation Certificates: Refurbishment of Seshego Zone 3 Cluster and Refurbishment of Seshego Zone 8 Cluster offices, Refurbishment of Mankweng Library, Refurbishment of Sebayeng Dikgale Cluster office	LEMEG	2.67	Fully effective, performance meet the standard	Tauris garden	3.00	Fully effective, performance meet the standard

ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS								
Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Upgrading of Offices Stadium		Partitioning of offices, Boardrooms and other amenities related to offices requirement, suspended ceilings, Carpets, Painting, Electrical fittings and Air conditioning	LEMEG	4.17	Performance above expectations	Not Appointed	-	-
Upgrading of Barracks		Construction of new Workers residence units at Ladanna	-	-	-	V2V Trading	2.50	Fully effective, performance meet the standard
<b>FACILITY MANAGEMENT (ROLL-OVER)</b>								
Renovation of Offices		Renovation of Offices.	LEMEG	2.84	Fully effective, performance meet the standard	Africabin Building Systems Pty(Ltd)	3.00	Fully effective, performance meet the standard
Refurbishment of Civic Centre	162/2014	Refurbishment of Civic Centre	LEMEG	2.84	Fully effective, performance meet the standard	Tauris Garden	3.00	Fully effective, performance meet the standard
<b>ROADS AND STRORMWATER (NEW)</b>								
Upgrading of arterial road Mamatsha	17/2015	Upgrading of 0.7 km arterial road Mamatsha(Makubung to Boshega) phase 2	DMV Consulting Engineers	2.39	Not fully effective, performance above standard	Mohwibidu general Construction and Maintenance Services	2.25	Not fully effective, performance above standard

**ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS**

Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Upgrading of arterial road Makotopong	18/2015	Upgrading of 1.3 km arterial road Makotopong to	Tshepega	1.22	Unacceptable performance	Not Appointed	-	-
Upgrading of arterial road Kgohloane	19/2015	Upgrading of 1.7 km Access road Kgohloane phase 4	Modiro Consulting	2.42	Not fully effective, performance above standard	Archibold Holdings	2.29	Not fully effective, performance above standard
Upgrading of arterial road D3413 from D19 (Mamadila to Ramakgaphola: D3414 to Ga Manamela)	13/2015	Upgrading of 1 km arterial road Mamadila, Ramakgaphola to Manamela phase 3	Nebotalo Consulting Engineers	2.67	Fully effective, performance meet the standard	Betsekgadi Community Projects	1.43	Unacceptable performance
Upgrading of Arterial road D977 (Silicon to Matobole 19km)	16/2015	Upgrading of 1 km arterial road Silicon to Matobole phase 3	Sejagobe Consulting	2.50	Fully effective, performance meet the standard	Tsentse Manufactures	3.33	Fully effective, performance meet the standard
Upgrading of Arterial road D4030 & D1809 (Nobody to Laastehoop to Mothapo 17km)	15/2015	Upgrading of 1 km arterial road Nobody to Laastehoop to Mothapo	Ayesizwe Consulting	1.83	Not fully effective, performance above standard		1.25	Unacceptable performance
Upgrading of arterial road Sebayeng to Mantheding	14/2015	Upgrading of 1km arterial road Sebayeng to Mantheding	Tirhotirelo Consulting	2.78	Fully effective, performance meet the standard	Tshidaho Construction Services	3.00	Fully effective, performance meet the standard

**ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS**

Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Upgrading of access road SDA 1 (Lethuli and Madiba Park)	14/2015	Upgrading of 1 km Access road SDA1 (Lethuli and Madiba park)	Leporogo	2.76	Fully effective, performance meet the standard	Phetlago Construction CC (Capstan Trading CC)	1.08	Unacceptable performance
Upgrading of Arterial Road in Rampheri	84/2015	Upgrading of 1 km arterial road Rampheri phase 1	MVE Consulting	1.67	Not fully effective, performance above standard	Mashaipone General Construction	1.67	Not fully effective, performance above standard
<b>ROADS AND STORMWATER (ROLL-OVER)</b>								
Rehabilitation of street in Mankweng and upgrading of storm water.		Rehabilitation of 0.5km road length and storm water management	Leporogo Consulting	1.44	Not fully effective, performance above standard	Masheleng	1.67	Not fully effective, performance above standard
Upgrading of arterial road Kgohloane		Upgrading of 2.8km Arterial Road from gravel to tar.	Modiro	3.00	Fully effective, performance meet the standard	Take Note	3.00	Fully effective, performance meet the standard
<b>WATER AND SANITATION (NEW)</b>								
<b>Water Supply and Reticulation (New)</b>								
Mmotong wa Perikisi		Equipping 7 boreholes, construction of 9400m rising mains boreholes to 10MI, Erect 7 concrete pump houses. Provision of seven transformer.	Nyeleti Consulting	3.00	Fully effective, performance meet the standard	Not Appointed	-	-

**ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS**

Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Extension 78 bulk Reticulation	39/2015	Servicing of 160 stands with water and sewer reticulation in Polokwane X78	KMSD Eng. Con.	2.42	Not fully effective, performance above standard	Lilithalethu Trading	2.67	Fully effective, performance meet the standard
Upgrading of water reticulation in City/ Seshego cluster	40/2015	Replacing of 4455m water lines in the city cluster	SML Projects	3.67	Fully effective, performance meet the standard	Mashaipone General Construction	3.00	Fully effective, performance meet the standard
Mothapo RWS	41/2015	Construction of 900kl at Matsukwane village, Medium Pressure pipes and Auxiliaries, Earth works for pipe trenches and pipe bedding and borehole equipping and auxiliary works.	SML Projects	3.00	Fully effective, performance meet the standard	Nkolele Projects	1.33	Unacceptable performance
Moletjie East RWS	42/2015	Site, drill, test two boreholes, testing yields and water quality for 9 boreholes. Equipping, install concrete pump house at Ramongoana borehole. Install 6000m of mild steel (lined with bitumen and a soluble coating of bitumen). Construction of 2220m of gravity bulk/ring connection the new 2.5ML reservoir.	Superior Quality Engineers	3.00	Fully effective, performance meet the standard	Ntshangalala Business Enterprise	2.50	Fully effective, performance meet the standard
Moletjie North RWS	43/2015	Construction of 200KI elevated steel tank, 1.5km pumping main to connect to existing 400KI elevated steel tank. Drilling, equipment of borehole at Machoane.	EVN Africa	3.25	Fully effective, performance meet the standard	Chat connection Enterprises CC	2.83	Fully effective, performance meet the standard

**ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS**

Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Sebayeng/Dikgale RWS	44/2015	219mm dia 3996 m steel pipe and 141mm 204 m dia steel pipe	MSW Consulting Engineers	3.00	Fully effective, performance meet the standard	Lebaka Construction (pty) ltd	2.50	Fully effective, performance meet the standard
Moletjje South RWS	45/2015	Construction of 15 Km 75mm Ø Class 9 uPvc pipeline, Construction of 3.6 Km 110mm Ø Class 9 uPvc pipeline, Construction of 150 KI Steel tank, equipping of 2 boreholes and 49 Communal stand pipes.	Tlou Consulting	3.00	Fully effective, performance meet the standard	Not yet appointed	-	
Houtriver RWS	46/2015	Construction of 14871m of reticulation for 75mm dia and 3635m of 110mm dia reticulation lines. Install 49 communal stand pipe. Construction of 150KI elevated steel tank at Mashashi. Electrification and equipping three boreholes.	Mont Consulting	2.67	Fully effective, performance meet the standard	Mminatshipi Trading Enterprise	2.83	Fully effective, performance meet the standard
Chuene Maja RWS	47/2015	Extension of the Molepo water treatment plant	Royal Haskoning DHV)	2.33	Not fully effective, performance above standard	Veolia Water Solutions & Technologies pty (Ltd)	2.17	Not fully effective, performance above standard
Molepo RWS	48/2015	Upgrading of the water treatment works	Aurecon SA	3.00	Fully effective, performance meet the standard	Aquaplan jv FransMasedi	2.67	Fully effective, performance meet the standard
Laastehoop RWS	49/2015	Awaiting for the outcome of the borehole results that will enable to determine the full scope.	TM Africa	2.83	Fully effective, performance meet the standard	Lesedisedi Construction	1.67	Not fully effective, performance above standard

ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS								
Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Mankweng RWS Phase 9	50/2015	Construction of 2 x 250kl elevated steel tank. Construction of 800m 110mm Ø class 12 UPvc pipeline and construction of 250m 75mm Ø class 12 UPvc pipeline	KMSD Engineering Consultants	2.92	Fully effective, performance meet the standard	Blue Dot G Services	2.67	Fully effective, performance meet the standard
Boyne RWS	51/2015	Yard connections, 2 x 250kl Elevated steel tanks, 1050 bulk line elated fittings and 35 yard connections.	MVE Consulting Engineers	3.00	Fully effective, performance meet the standard	Betsekgadi Community Projects	2.83	Fully effective, performance meet the standard
Segwasi RWS	52/2015	Installation of 4 pumps, construction of pump houses and electrification of drilled boreholes at Motlhakeng, Mamphaka and Segwasi, Construction of pipelines from the boreholes to the reservoir.	Knight Piesold	2.83	Fully effective, performance meet the standard	Rigimal/Moshopani JV	3.00	Fully effective, performance meet the standard
Badimong RWS	53/2015	Exploration, drilling, testing, electrification and equipping of water abstraction facilities of four (3)boreholes, construction 700KL reservoir, and 7869m pipeline	Ditlou Consulting	3.25	Fully effective, performance meet the standard	Diges cc	2.67	Fully effective, performance meet the standard
<b>WATER AND SANITATION (ROLL-OVER)</b>								
<b>Water Supply and Reticulation (Roll-over)</b>								
Refurbishment of infrastructure	153/2014	Refurbishment and rehabilitate Seshego Water Treatment Plant, Seshego waste water treatment plant, Mashishini Pump station in Seshego and Polokwane (Dalmada) Water Treatment Plant.	WSM Leshika Consulting	3.00	Fully effective, performance meet the standard	Water Skills Limpopo, Masomedi Refrigeration and Air conditioning, Mintirho Business enterprise	3.00	Fully effective, performance meet the standard



**ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS**

Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Sebayeng/Dikgale RWS	06/2014	Installation of 3.27km bulk water pipeline.	MSW Consulting Engineers	3.33	Fully effective, performance meet the standard	Not Yet Appointed	-	-
Moletjie South RWS	7/2014	Construction of 300KI, 200KI, 2 x 150KI and 50KI elevated steel tank. Construction of 34Km reticulation. Construction of 5.4Km rising main and sitting, drilling and equipping 1 borehole.	Tlou Consulting	3.42	Fully effective, performance meet the standard	Bo-Mamohlala	3.12	Fully effective, performance meet the standard
Chuene Maja RWS	9/2014	Upgrading Water Treatments works	Royal Haskoning DHV)	3.25	Fully effective, performance meet the standard	Not Yet Appointed	2.99	Fully effective, performance meet the standard
Molepo RWS	10/2014	Extension of the Molepo Water treatment plant	Aurecon SA	3.25	Fully effective, performance meet the standard	Agauplan Water Treatment works & fransi masedi Technical Solutions JV	2.97	Fully effective, performance meet the standard
Mankweng RWS	12/2014	Reticulation pipeline of 15.5km with 120 communal stand pipes at Ga- Thoka Extension (Makgongwane) Mamodimo Park, Mamotintana/Sickline and Hlahlaganya villages. A 60kl elevated storage tank and associated booster pump station at Makgwareng /Ramogale.	KSMD	2.75	Fully effective, performance meet the standard	Sohlangana Trading 241	2.61	Fully effective, performance meet the standard

ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS								
Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Segwasi RWS	14/2014	Investigate, drill and test the boreholes. Electrification of boreholes	Knight Piesold	3.00	Fully effective, performance meet the standard	-	-	-
Badimong RWS	15/2014	Exploration, drilling, testing, electrification and equipping of water abstraction facilities of four (4) boreholes, construction 700KL reservoir, and 7869m pipeline.	Ditlou Consulting	3.22	Fully effective, performance meet the standard	Denrob Business Enterprise	2.33	Unacceptable performance
Moletjie East RWS	4/2014	Construction of 22km of bulk pipeline and equip two and two concrete pump houses	Superior Quality	3.00	Fully effective, performance meet the standard	Contractor not appointed	3.00	Fully effective, performance meet the standard
Refurbishment of Seshego WWTP		Refurbishment of Seshego WWTP. Primary settling tanks, drying beds, palisade fence and replacement of the inlet pipeline from Seshego dam to the plant.	WSM Leshika Consulting	2.83	Fully effective, performance meet the standard	Gaborena Construction	3.28	Fully effective, performance meet the standard
							<b>1.28</b>	<b>1.28</b>
<b>ENVIRONMENTAL MANAGEMENT (ROLL-OVER)</b>								

**ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS**

Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Development of Ext 44/71 park		Site planning and designs, Prepare the ground and demarcate the area with poles, Divide the area into children play area, parking, toddlers area, picnic area, introduce sandpits and equipment, installation of braai facilities, shades, benches, dust bins, planting of trees and shrubs, parking area, establishment of mini soccer pitch.	Tlou Consulting Engineers	4.67	Outstanding performance, far above the target	Contractor not appointed	-	-
<b>WASTE MANAGEMENT (ROLL-OVER)</b>								
Weighbridge landfill		Construction of weighbridge office at the landfill site	DMV	3.33	Fully effective, performance meet the standard	Contractor not yet appointed	-	-
Rural transfer station	64\2014	Secure a site, Conduct EIA, site clearing, erection of fence, construction of a ramp, connection of water and electricity, construction of guard house and ablution facilities.	AES Consulting	3.67	Performance above expectations		3.00	Fully effective, performance meet the standard
<b>SPORTS AND RECREATION (NEW)</b>								
Upgrading of Seshego Stadium	98/2014	Upgrading of the Seshego Stadium to meet Premier Soccer League requirements for hosting games. Upgrading the soccer pitch, mast lights and cloakrooms	Aurecon	4.00	Performance above expectations	Papate Elias	3.83	Performance above expectations
Rehabilitation of Polokwane town pool	113/2015	Heating of pool and repairing building in the facility.	Ditlou Consulting Engineers	3.00	Fully effective, performance meet the standard	Ngwenyama Infrastructure	2.25	Not fully effective, performance above standard

ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS								
Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
Upgrading of Ga-Manamela Sport Field		Construction of a pavilion and ablution facilities	BVI Consulting	3.83	Performance above expectations	Contractor not appointed	5.00	Outstanding performance, far above the target
Construction of Ga-Molepo Sport Complex	66/2014	Construction of 3 all-weather multipurpose sports courts, soccer field-Athletics track, basketball-netball courts, tennis-volleyball courts, parking area, club house, public ablution and storage area, fencing	Tlou Consulting Engineers	4.17	Performance above expectations	Rixaladza Construction Services	3.75	Performance above expectations
Construction Mankweng Sport Complex	49/2014	Construction of football pitch and athletic tracks, softball pitch, main pavilion, uncovered bleachers, guard house, 2 ticket booths, 4 public ablution facilities, court games change room, caretaker general store and residence, parking and road works, uncovered walkways, solid fence, steel palisade fence, fence brick wall	Ditlou Consulting Engineers	4.00	Performance above expectations	Phumi Trading	3.79	Performance above expectations
Sport stadium in Ga-Maja	69/2015	Construction of 3 all-weather multipurpose sports courts, soccer field-Athletics track, basketball-netball courts, tennis-volleyball courts, parking area, club house, public ablution and storage area, fencing	Tlou Consulting Engineers	4.08	Performance above expectations	Contractor not appointed	-	-
<b>SPORTS AND RECREATION (ROLL-OVER)</b>								
Upgrading of Seshego Stadium	98/2014	Upgrading of lights, installation of irrigation system, Installation of a drainage system, planting of grass on the pitch, installation of boundary fence and repair of the pavilion.	Aurecon	4.00	Performance above expectations	Papate Elias	3.83	Performance above expectations

ANNUAL PERFORMANCE RATING FOR SERVICE PROVIDERS								
Project Name	Contract No.	Scope of work	Engineer	Average (Annual)	Comments	Contractor	Average (Annual)	Comments
	98/2014							
<b>MULTI-YEAR PROJECTS</b>								
Construction Mankweng Sport Complex		Construction of Ablution facilities, Pitch, Drainage system, installation of an irrigation system, grand stand.	Ditlou Consulting Engineers	4.75	Performance above expectations	Phumi Trading	3.67	Performance above expectations
Construction of Ga-Molepo Sport Complex		Planning, astro turf, multi combo courts, Ablution facilities.	Tlou Consulting Engineers	4.50	Performance above expectations	Rixaladza	3.67	Performance above expectations
NDPG Projects	159/2014	Project entails construction of Non-Motorised Transport facility (bicycle and pedestrian lane), along various routes in Seshego.		3.90	Performance above expectations	Chauke Business Enterprise	4.10	Performance above expectations
<b>NOTE:</b>								
<b>Performance Rating Scale (All ratings less than 1 will be rounded up to 1)</b>								
5 = Outstanding performance, far above the target								
4 = Performance above expectations								
3 = Fully effective, performance meet the standard								
2 = Not fully effective, performance below standard								
1 = Unacceptable								

## SECTION C

### 8. C.1 Performance Challenges during the 2015/16 Financial Year

Section 46 (1) of the Local Government: Municipal Systems Act, Act 32 of 2000 requires municipalities to prepare the performance report that reflects the performance of the municipality and that of its external service providers. The performance of Polokwane Municipality with regard to the planned objectives for the financial year 2015/16 is satisfactory based on the performance results that have been reported in this report. However, Polokwane Municipality experienced performance challenges on which had an impact on the overall performance of the municipality. The challenges included:

C.1.1 Delays in the appointment of contractors to implement approved service delivery projects. The delays happened from project managers delays in finalising project specifications that are key for SCM to start the process of advertising and inviting bids for projects.

C1.2 Two (2) water schemes that is Segwasi and Badimong, the Technical Reports were not approved by the Department of Water and Sanitation because of inadequate ground water to supply the households of Segwasi and Badimong.

C.1.3 the financial year 2015/16 was characterised by draught, the municipality experienced low water levels, which had a negative impact on the delivery of water to especially to the rural communities of the municipality.

C.1.4 The non-approval of roll-overs by National Treasury had an impact on the payment of service providers whom the municipality had commitment with. This resulted in some service providers not getting paid for the work done.

C.1.5 Projects are still implemented in phased approach because of insufficient funds and this is costly and prolong the completion of projects.

C.1.6 Challenges of community interference on the implementation of projects, which delays project and affect project completion time.

### 9. C.2 Management Measures taken to improve performance in the 2015/16 Financial Year

Section 46 (1) (c) of the Local Government: Municipal Systems Act requires municipalities to disclose the measures that they have taken to improve performance. Polokwane Municipality has identified the causes of its performance challenges and has taken the following steps to improve its performance:

C.2.1 On the two (2) water schemes, Segwasi and Badimong, the municipality has resolved to review the Technical application that has been done with the Department of Water and Sanitation. The application will be reviewed to be in line with the available water for the two schemes to ensure that the Technical Report is approved.

C.2.2 On the delays of the appointment of service providers, the Office of the Municipal Manager has taken the responsibility of coordinating and monitoring of submission of project specifications with strict timelines. A performance indicator associated with the procurement has been put for all directors. The process of finalising and submission of specifications for the 2016/17 financial year will be concluded by the end of September 2016.

C.2.3 The municipality has engaged National Treasury during the annual benchmarking meeting held in May 2016 around the issue of non-approval of roll-overs. A letter has been written to National Treasury to formalise the engagement and the municipality is awaiting response from the National Treasury. In the meantime, the municipality did not stop the projects that were affected by the non-approval of the roll-overs, funds from CRR were used to pay the service providers.

C.2.4 the municipality has increase its budget allocation for capital expenditure from own funds. This is done to lessen the over reliance of capital programme implementation from national grants. The additional funds from own funds allocated will expedite project implementation.

C.2.5 The office of the municipal manager has tasked the Public Participation SBU to prioritise the programme of stakeholder engagements with priority to communities where there are constant interferences with the implementation of capital projects. The matter has also been escalated to the office of the Executive Mayor and the Speaker for intervention. The intervention seems to be working as the interference has decreased compared to the beginning of the financial year.

C.2.6 On the issues raised by the Auditor-General for the reporting period 2014/15, the Operation Clean Audit (OCA) meetings are still in place. The meetings are held weekly on Mondays and the purpose of the meetings are to monitor progress on the implementation of the AG Action Plan. To date 80% of the issues raised were addressed through the OCA approach.

The report is hereby submitted in terms of Section 46 of the Local Government: Municipal Systems Act 32 of 2000. I hereby certify that the report is a true reflection of the Polokwane Municipality performance against the SDBIP targets for the 2015 /2016 financial year.

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**Acting Municipal Manager**  
**HRA LUBBE**

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**Date**