

**THABO MOFUTSANYANA DISTRICT
MUNICIPALITY
(DC19)**



**TOP LAYER (TL) SERVICE DELIVERY
BUDGET IMPLEMENTATION PLAN (SDBIP)**
01 July 2025 to 30 June 2026

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LIST OF ABBREVIATIONS/ ACRONYMS

Abbreviation/ Acronym	Description	Abbreviation/ Acronym	Description
AGSA	Auditor-General of South Africa	OPEX	Operating Expenditure
CAPEX	Capital Expenditure	PDO	Pre-determined Objectives
CFO	Chief Financial Officer	PMDS	Performance Management and Development System
DM	District Municipality	PMS	Performance Management System
EXCO	Executive Committee	POE	Portfolio of Evidence
IDP	Integrated Development Plan	SDBIP	Service Delivery and Budget Implementation Plan
KPA	Key Performance Area	TID	Technical Indicator Description
KPI	Key Performance Indicator	TL	Top Layer
LED	Local Economic Development	WC	Ward committee
LG	Local Government	SOP	Standard Operating Procedure
LM	Local Municipality		
MFMA	Municipal Finance Management Act No. 56 of 2003		
MM	Municipal Manager		
MSM	Municipal Senior Manager		

DEFINITIONS

Activities		The process or actions that use a range of inputs to produce the desired outputs and ultimately outcomes.
Baseline		Is the current level of performance that the institutions aim to improve.
Benchmarking		It's the process whereby an organisation of similar nature uses each other's performance as a collective standard against which to measure their own performance.
Impact		The results achieving specific outcomes, such as reducing poverty and creating jobs.
Input		All resources that contribute to the production and development of outputs.
Integrated Development Plan (IDP)		Is the strategic 5-year plan of a municipality as envisaged in Systems Act Section 25.
Key Initiative		Is an activity or task that is performed with the intension of achieving a key performance indicator and target. ▪ <i>Examples could include setting up a committee, reviewing or developing a policy or bill, etc.</i> ▪ <i>It will also include any activity that cannot be classified as a project or a programme.</i>
Key Performance Area (KPA)		Is the functional area that the municipality must perform to achieve its Mission and Vision.
Key Performance Indicator (KPI)		It defines how performance will be measured along a scale or dimension to achieve the strategic objectives.
Objectives		The municipality is striving towards achieving goals over a 5-year period to inform the mission – outcomes.
Outcomes		The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs.
Output		The final products or goods and services produced for delivery.
Performance Cycle		Is the period commencing on 1 July annually and ending 30 June of the following year for which performance is planned, monitored and assessed.

Performance Standard	Expresses the minimum acceptable level of performance, or level of performance that is generally expected. ▪ <i>These should be informed by legislative requirements departmental policies and service level agreements but can also be benchmarked against other institutions performance levels in accordance with best practice principles.</i>
Portfolio of Evidence (POE)	The documentary evidence on progress made by staff towards achieving of the KPAs and KPIs.
Pre-determined Objective (PDO)	The areas identified as important or crucial where a result will assist in the execution of the IDP.
Project	A capital or development project that is executed over a specific period/ time with a defined beginning and end. ▪ <i>It is normally funded by the capital or development budget with the intension of achieving a key performance indicator and target.</i> ▪ <i>Examples could include the construction of roads, buildings, infrastructure, etc.</i>
SDBIP	A detailed plan approved by the Mayor/ Mayor of a municipality in terms of MFMA Section 53 (1)(c)(ii) for implementing the municipality's delivery of municipal services and its annual budget.
Strategic Objective	Purpose statements that help create an overall vision and set goals and measurable steps for an organisation to help achieve the desired outcome.
Strategy	A plan of action or policy designed to achieve the overall vision.
Technical Description (TID)	Indicator An organized, purposeful structure that consists of interrelated and interdependent elements (<i>components, entities, factors, members, parts etc.</i>). ▪ <i>These elements continually influence one another (directly or indirectly) to maintain their activity and the existence of the system, to achieve the goal of the system.</i>

1. INTRODUCTION

In terms of section 53(1)(c)(ii) of the Municipal Finance Management Act 32 of 2003 (*MFMA*), the service delivery and budget implementation plan (*SDBIP*) is a **detailed plan approved by the mayor of a municipality for implementing the municipality's delivery of municipal services and its annual budget, and must indicate the following aspects:**

- (a) **projections for each month of –**
 - (i) *revenue to be collected, by source.*
 - (ii) *operational and capital expenditure, by vote.*
- (b) **service delivery targets and performance indicators for each quarter.**
- (c) **any other matters that may be prescribed and includes any revisions of such plan by the mayor in terms of section 54(1)(c).**

The **SDBIP provides the vital link between the mayor, council (executive) and the administration**, and facilitates the process for holding management accountable for its performance. **It is a management, implementation and monitoring tool** (*not a policy proposal*) that will assist the mayor, councillors, municipal manager, senior managers and community.

A properly formulated SDBIP will ensure that appropriate information is circulated internally and externally for purposes of monitoring the execution of the budget, performance of senior management and achievement of the strategic objectives set by council. **It enables the municipal manager to monitor the performance of senior managers, the mayor to monitor the performance of the municipal manager, and for the community to monitor the performance of the municipality.**

The **SDBIP should therefore determine (and be consistent with) the performance agreements** between the mayor and the municipal manager and the municipal manager and senior managers determined at the start of every financial year and approved by the mayor. **It must also be consistent with outsourced service delivery agreements** such as municipal entities, public-private partnerships, service contracts and the like.

2. IDP AND BUDGET IMPLEMENTATION, MONITORING AND REVIEW

The **MFMA requires that municipalities prepare a SDBIP as a strategic financial management tool** to ensure that budgetary decisions that are adopted by municipalities for the financial year are aligned with their strategic planning tool, the Integrated Development Plan (*IDP*). **The SDBIP is a contract between the municipal council, its administration and the community. It gives effect to the IDP and budget of the municipality.**

On the other hand, **the municipal budget shall give effect to the Key Performance Areas (KPA's) as contained in the IDP.** In this regard, the Top Layer (*TL*) SDBIP shall contain

details on the execution of the budget and information on programmes and projects. Quarterly, half-yearly and annual performance reports must also be submitted to Council to monitor the implementation of the predetermined objectives contained in the IDP.

Furthermore, the SDBIP is also a one-year detailed implementation plan which gives effect to the IDP and Budget of the municipality. It is a contract between the administration, the municipal council and the community expressing the goals and objectives set by Council as quantifiable outcomes that can be implemented by the administration over the next twelve months. As a result, the SDBIP provides the basis of measuring the performance in service delivery against end year targets and budget implementation.

Indicators developed for the municipality addresses the KPAs of the municipality. The municipality utilises the one-year TL SDBIP to ensure that it delivers on its service delivery mandate by indicating clear indicators and targets. **These indicators also form the basis of the performance plans of the Municipal Manager and all Senior Managers or Directors;** hence, the Directors are being evaluated on the approved TL SDBIP indicators.

3. TOP LAYER SDBIP

The **TL SDBIP** include the municipality's main service delivery indicators and **is comprised of the following five (5) components** are:

- a) Monthly projections of revenue to be collected for each source.
- b) Monthly projections of expenditure (operating and capital) and revenue for each vote.
- c) Quarterly projections of service delivery targets and performance indicators for each vote.
- d) Detailed capital works plan broken down by ward over three years.

The TL SDBIP must be approved by the mayor within 28 days after the adoption of the municipal budget, to be tabled in Council during May/ June of every financial year.

4. TOP LAYER SDBIP 2025/ 2026 PER STRATEGIC OBJECTIVES

The Five (5) Year Municipal Scorecard will be updated annually in accordance with the approved TL SDBIP. Implementation of the municipality's five (5) year Integrated Development Plan (*IDP*) as per strategic objectives for 2025/ 2026 will be assessed in terms of the following key performance areas (*KPAs*):

- a) Good Governance & Public Participation (*Putting People First*)
- b) Basic Service Delivery (*Delivering Basic Services*).
- c) Financial Viability and Management (*Sound Financial Management*).
- d) Institutional Development and Transformation (*Building Capable Local Government Institutions*).
- e) Local Economic Development (*LED*).

4.1 SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2025/26FY STRATEGIC / ORGANISATIONAL LAYER

STRATEGIC OBJECTIVE	ORGANISATIONAL PROGRAMME	UNIT OF MEASUREMENT	PERFORMANCE INDICATOR(S)	BASELINE	ANNUAL TARGET 2025/26 FY	PROJECT	BUDGET			PROGRAMME COORDINATOR	IMPLEMENTING DEPARTMENTS/ Units	SUPPORTING DEPARTMENTS	KEY PERFOR- MANCE AREA	NATIONAL PRIORITY	KPI number
IMPROVE DISTRICT INTEGRATED & COORDINATED STRATEGIC PLANNING AND DEVELOPMENT	Integrated Development Planning	Date	Approval of the reviewed IDP for 2026/27 FY by a specific date	The final reviewed DP FY2024/25 was approved by council on 22 May 2024	Approval of the Reviewed IDP for 2027/27 FY by 31 May 2026	Integrated Development Plan for TMDM	Operational	Opex	Municipal Manager	IDP & PMS	All departments	Public Participation and Good Governance	All priorities	168	
		Number	Number of reports to be submitted to council on Monitoring & Evaluation TMDM Emergency Services	New RFI	4 Monitoring & Evaluation reports submitted to council by the 30 June 2026	Quarterly Emergency reports to council	Opex		Director: Community Services	Emergency Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	27	
		Number	Number of Integrated Community Services awareness campaigns held	Zero Disaster Management & Public Safety awareness campaigns were conducted in 2023/24 FY	4 Integrated Community Services awareness campaigns held by 30 June 2026	Integrated Community Services awareness campaigns	Opex		Director: Community Services	Emergency Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	23	
		Number	Number of water samples taken	Water samples were taken during the 2023/24 FY	240 of water samples taken within Thabo Mofutsanyana taken by the 30th of June 2026.		200 000		Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	32	
		Number	Number of milk samples taken	Milk samples were taken during the 2023/24 During the 2023/24 FY	240 of milk samples taken within Thabo Mofutsanyana by the 30th of June 2026.			Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	33		
		Number	Number of Inspections conducted on Water Treatment Plants	Inspections on Water Treatment Plants were conducted during the 2023/24 FY	22 inspections conducted on Water Treatment Plants within Thabo Mofutsanyana by the 30th June 2026.		Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	34		
		Number	Number of Inspections conducted on Accommodation Establishments	Inspections on Accommodation Establishments were conducted during the 2023/24 FY	288 inspections conducted on Accommodation Establishments by 30 June 2026		Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	38		
			number of inspections conducted on child care facilities within Thabo Mofutsanyana LMs	Inspections on child care facilities were conducted during the 2023/24 FY	456 of inspections conducted on child care facilities within Thabo Mofutsanyana by 30th June 2026		Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	36		
Number	Number of Inspections conducted on Learning institutions	Inspections on Learning institutions were conducted during the 2023/24 FY	53 inspections conducted on Learning institutions by 30 June 2026	Health Surveillance of Premises	Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	37				

DELIVER SERVICES
AND IMPLEMENT
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Number	Number of Inspections conducted on Beauty Salons and Hair	Inspections on Beauty Salons and Hair Salons were conducted during the 2023/24 FY	26 Inspections conducted on Beauty Salons and Hair Salons by 30 June	Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	41
Number	Number of Inspections conducted on Police Stations and Correctional Services	Inspections on Police Stations and Correctional Services were conducted during the 2023/24 FY	Number of inspections conducted on Police Stations and Correctional Services within Thabo Mofutsanyana by the 30th June 2026.	Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	40
Number	Number of Inspections on Food Premises conducted	Inspections on Food Premises were conducted during the 2023/24 FY	1824 Inspections conducted on Food premises by 30 June 2026	Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	38
Number	Number of Inspections conducted on Old Age Homes and Disability Centers	Inspections on Old Age Homes and Disability Centers were conducted during the 2023/24 FY	40 of inspections conducted on Old Age Homes and Disability Centers within Thabo Mofutsanyana by the 30th of June 2026.	Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	39
Number	Number of Inspections on Funeral Undertaker Facilities conducted	Inspections on Funeral Undertaker Facilities were conducted during the 2023/24 FY	228 Inspections conducted on Funeral Undertaker Facilities by 30 June 2026	Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development and Agrarian	42
Number	Number of Inspections conducted on Health Care Risk Waste generators	Inspections on health Care Risk Waste generators were conducted during the 2023/24 FY	228 Inspections conducted on health Care Risk Waste generators by 30 June 2026	Opex	Director: Community Services	Municipal Health Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	43
Number	Conduct Environmental Management Audits (Waste, Air Quality and Biodiversity)	New KPI	4 Audit Reports covering all 3 Environmental Management Thematic Areas (Waste Management, Air Quality and Diversity)	Opex	Director: Community Services	Environmental Health Management	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	26
Number	Number of Technical Services projects completed	1 Technical Services Project was completed during 2023/24 FY	Technical Services projects completed by 30 June 2026	Opex	Director: Technical Services	Technical Services	All departments	Service delivery and Infrastructure Development	Health, Decent jobs, Rural Development	1,2,3 & 4
Number	Number of district Water and sanitation fora to be held	4/4 District Water and sanitation fora convened during 2023/24 FY	4 District Water and sanitation fora to be held by the 30th of June 2026	Opex	Director: Technical Services	Technical Services	All departments	Public Participation and Good Governance	Health, Decent jobs, Rural Development	8
Number	Number of district Energy fora to be held	4/4 District Energy fora convened during 2023/24 FY	4 District Water and sanitation fora to be held by the 30th of June 2026	Opex	Director: Technical Services	Technical Services	All departments	Public Participation and Good Governance	Health, Decent jobs, Rural Development	6

CREATE A CONDUCIVE ENVIRONMENT FOR DISTRICT SOCIO ECONOMIC DEVELOPMENT AND GROWTH	Number	Number of Work opportunities created through TMDM on EPWP Program	205/205 Work opportunities created through TMDM on EPWP Programmed during 2023/24 FY	200 Work opportunities created through TMDM on EPWP Programme by 31 December 2025	Job creation (Sector Based Skills Development on EPWP Programme)	1 968 000	Director: Technical Services	Technical Services	All departments	Local Economic Development	Decent jobs, Rural Development	70
	Date	Procurement of tools of trade	Procurement of tools of trade was done on the 25th June 2024	Procuring tools of trade for SMMEs on the 31st Mar 2026	Procurement of equipment (as per needs of SMMEs)	500 000	Director: Community Services	LED & Tourism	All departments	Local Economic Development		62
	Number	Number of SMMEs benefiting from Textile Start-up training programme	New KPI	21 SMMEs benefiting from Textile Start up training programme by 30 June 2026	SMMEs Textile Start up training	200 000	Director: Community Services	LED & Tourism	All departments	Local Economic Development		64
	Number	Number of Farmers assisted with Tools of trade (Rural Community Support)	45 Farmers were assisted with tools of trade during the 2023/24 FY	Assisting Farmers with tools of trade	Farmer Production Support Unit	500 000	Director: Community Services	Agriculture	All departments	Local Economic Development		69
	Number	Number farms to be revitalized in terms of Electricity and Water	01 farm was revitalized in terms of electricity and Water during 2023/24 FY	01 farmer to be revitalized in terms of Electricity and Water	Supporting Farmers	200 000	Director: Community Services	Agriculture	All departments	Local Economic Development		70
	Number	Number Tourism Product Owners to be Trained on how to market their business on digital space/market.	New KPI	25 Tourism Product Owners to be trained on how to market their business on digital platforms. by 30th June 2026 by 30 June 2026	Tourism Marketing Programmes	100 000	Director: Community Services	LED & Tourism	All departments	Local Economic Development		65
	Number	Number of Transversal and HIV/TB Projects implemented	Transversal Projects implemented during the 2023/24 FY	Transversal and HIV/TB Projects implemented by 30 June 2026	4x Disability Awareness 1x Mandela day 4x GBV Awareness 4x Youth Inbizo 1x Mayoral Games 1x Healthy lifestyle for Elderly 1x World AIDS Day 4x HIV & AIDS Awareness	1 307 036	Director: Corporate Services	Office of the Executive Mayor	All departments	Local Economic Development	All priorities	45-61
	Number	Number of Students to be awarded with bursaries	New KPI	10 Students to be awarded with bursaries	Mayor's Bursary Programme (Student)	500 000	Director: Corporate Services	Executive Mayor office	All departments	Local Economic Development	All priorities	58

STRENGTHEN INTERGOVERNMENTAL RELATIONS AND STAKEHOLDER MANAGEMENT	Number	Number of meetings held by the IDP Representative Forum	Inspections on Funeral Undertaker Facilities were conducted during the 2023/24 FY	2 Meetings held by the IDP Representative Forum by 30 June 2026	IDP Representative Forum	Opex		Municipal Manager	IDP & PMS	All departments	Public Participation and Good Governance	All priorities	176
	Number	Number of IT Steering committee meetings to be held	New KPI	4 Number of IT Steering committee meetings to be held by 30 th June 2026	IT Strategy Implementation	Opex		Director: Corporate Services	Executive Mayor office	All departments	Public Participation and Good Governance	All priorities	113
	Number	Number of DDM Technical meetings held	4/4 DDM Technical Meetings held during the 2023/24 FY	4 DDM Technical meetings held by 30 June 2026	DDM Technical	Opex		Municipal Manager	Municipal Manager Office	All departments	Public Participation and Good Governance	All priorities	161
	Date	Final & Approved Annual Report submitted to relevant stakeholders (2024/25 FY Annual Report) by a specific	The Final Annual Report (2022/23 FY) was approved and distributed to relevant offices on 27 th of Mar 2024	Final & Approved Annual Report submitted by 31 March 2026 (2024/25 FY Annual Report)	Annual Report	Opex		Municipal Manager	PMS	All departments	Public Participation and Good Governance	All priorities	174
	Number	Number of newsletters published	4/4 newsletters published during FY2023/24	4 newsletters published by 30 June 2026	Marketing of TNDM	Opex		Municipal Manager	Communications	All departments	Public Participation and Good Governance	All priorities	68
	Number	Number of Media Engagement Activities	4 Media Engagement Activities held during 2023/24 FY	4 Media Engagement Activities held by 30 June 2026	Media Engagement Activities	Opex		Municipal Manager	Communications	All departments	Public Participation and Good Governance	All priorities	108
	Number	Number of Mayoral Imbizo's held	2/2 Mayoral Imbizo's held during the FY2023/24	2 Mayoral Imbizo's held by 30 June 2026	Mayoral Imbizo	261 000		Director: Corporate Services	Office of the Executive Mayor	All departments	Public Participation and Good Governance	All priorities	183
	Number	Number of Speaker's fora held	4/4 Speaker's fora held during the 2023/24 FY	4 Speaker's fora held by 30 June 2026	Speakers for a			Director: Corporate Services	Office of the Speaker	All departments	Public Participation and Good Governance	All priorities	186
	Time frame	SDBIP for FY2026/27 signed off by the Executive Mayor within 28 days after the approval of the budget	The SDBIP for the FY 2024/2025 was signed off by the Executive Mayor on 28 June 2024 within 28 days after the approval of the Budget on 31 May 2024	SDBIP for the FY2026/27 to be signed off by the Executive Mayor within 28 days after the approval of the budget	SDBIP for the FY2026/27	Opex		Municipal Manager	PMS	All departments	Institutional Development and Transformation	All priorities	176
	Number	Number of organizational performance reviews conducted	2/4 Organizational performance reviews done during the 2023/24 FY	4 Organizational performance reviews conducted by 30 June 2026	Organizational Performance Reviews	Opex							

Date	100% of assets insured	Assets were insured on the 1st of December 2023	100% of assets to be insured by 31 Dec 2025		1991 112	CFO: Finance Department	SCM	All departments	Financial Viability and Management	All priorities	158
Number	Purchasing of the vehicles for TMDM	New KPI	4 New Municipal Vehicles to be purchased by 31st of December 2025	Municipal Assets	1400 000	Director: Corporate Services	Corporate Services	Finance	Institutional Development and Transformation	All priorities	88
	Preparation of monthly reconciliation of asset Register	Monthly reconciliation of asset register was prepared 7 Days after the end of the month	Prepare monthly reconciliation of asset Register 10 Days after the end of the month on the 30th June 2026		Opex	CFO: Finance Department	SCM	All departments	Financial Viability and Management	All priorities	156
Number & Timeframe	Number of SCM Implementation Report (Sec6(3)) on SCM Policies to the Council	3/4 SCM reports submitted within 10 working days after the end of each quarter during 2023/24 FY	4 SCM Reports submitted within 10 working days after the end of each quarter by 30 June 2026		Opex	CFO: Finance Department	SCM	All departments	Financial Viability and Management	All priorities	145
Number	Number of Reports on the Unauthorised, Irregular, Fruitless & Wasteful Expenditure incorporated in the SCM Report by a specific date	3/4 Reports on the Unauthorised, Irregular, Fruitless & Wasteful Expenditure were incorporated in the SCM Report during the 2023/24 FY	4 Reports on the Unauthorised, Irregular, Fruitless & Wasteful Expenditure incorporated in the SCM Report by 30 June 2026	UI Reports	Opex	CFO: Finance Department	SCM	All departments	Financial Viability and Management	All priorities	147 G 148
Number	Number of Reports on the Implementation of the Procurement Plan submitted to Treasury	3/4 Reports on the Implementation of the Procurement Plan were submitted to Treasury during 2023/24 FY	4 Reports on the Implementation of the Procurement Plan Submitted to Treasury by 30 June 2026	Procurement Plan	Opex	CFO: Finance Department	SCM	All departments	Financial Viability and Management	All priorities	146

Sub totals	9 961 910	13 818 000
Other Operational / Capital expenditure	306 145 388	75 285 708
Total Opex/ Capital Expenditure	316 107 288	89 103 708

ANNEXURE A: REVENUE BY SOURCE PROJECTIONS (2025/2026)

DC19 Thabo Mofutsanyana - Budgeted monthly revenue and expenditure (municipal vote)

Description (R Thousand)	Budgeted monthly revenue and expenditure											
	July	August	September	October	November	December	January	February	March	April	May	June
Revenue by Vote												
Vote 1 - Executive and Council	4,653	4,653	4,653	4,653	4,653	4,653	4,653	4,653	4,653	4,653	4,653	4,653
Vote 2 - Finance and Administration	4,843	4,843	4,843	4,843	4,843	4,843	4,843	4,843	4,843	4,843	4,843	4,843
Vote 4 - Community and Social Services	3,090	3,090	3,090	3,090	3,090	3,090	3,090	3,090	3,090	3,090	3,090	3,090
Vote 8 - Health	649	649	649	649	649	649	649	649	649	649	649	649
Vote 9 - Planning and Development	2,724	2,724	2,724	2,724	2,724	2,724	2,724	2,724	2,724	2,724	2,724	2,724
Total Revenue by Vote	15,959	15,959	15,959	15,959	15,959	15,959	15,959	15,959	15,959	15,959	15,959	15,959
Expenditure by Vote to be appropriated												
Vote 1 - Executive and Council	4,589	4,589	4,589	4,589	4,589	4,589	4,589	4,589	4,589	4,589	4,589	4,589
Vote 2 - Finance and Administration	4,702	4,702	4,702	4,702	4,702	4,702	4,702	4,702	4,702	4,702	4,702	4,702

Description (R Thousand)	Budgeted monthly revenue and expenditure											
	July	August	September	October	November	December	January	February	March	April	May	June
Vote 4 - Community and Social Services	3,060	3,060	3,060	3,060	3,060	3,060	3,060	3,060	3,060	3,060	3,060	3,060
Vote 8 - Health	641	641	641	641	641	641	641	641	641	641	641	641
Vote 9 - Planning and Development	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140
Total Expenditure by Vote	15,133	15,133	15,133	15,133	15,133	15,133	15,133	15,133	15,133	15,133	15,133	15,133
Surplus/(Deficit) before assoc.	827	827	827	827	827	827	827	827	827	827	827	827

ANNEXURE B: EXPENDITURE BY TYPE PROJECTIONS (2025/2026)

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

MONTHLY CASH FLOW BY SOURCE

Description (R Thousand)	Budgeted Monthly Expenditure											
	July	August	September	October	November	December	January	February	March	April	May	June
Transfers and Subsidies - Operational	58, 229	7, 252	–	–	. 2, 111	46, 583	1, 250	1, 420	34, 938	–	–	2, 283
Cash Payments by Type												
Employee related costs	8, 314	8, 314	8, 314	8, 314	8, 314	8, 314	8, 314	8, 314	8, 314	8, 314	8, 314	20 229
Remuneration of councillors	752	752	752	752	752	752	752	752	752	752	752	650
Contracted services	1, 000	–	–	3, 000	889	–	910	–	–	250	910	811
Transfers and grants - other municipalities	3, 643	3, 643	3, 643	3, 643	3, 643	3, 643	3, 643	3, 643	3, 643	3, 643	3, 643	10, 149
Capital Expenditure - Functional												
Governance and administration	–	800	–	500	150	–	600	130	–	–	–	540
Executive and council	–	300	–	–	150	–	–	130	–	–	–	–
Finance and administration	–	500	–	500	–	–	600	–	–	–	–	540

THABO MOFUTSANYANA DISTRICT –SDBIP (2025 to 2026)

Description (R Thousand)	Budgeted Monthly Expenditure											
	July	August	September	October	November	December	January	February	March	April	May	June
Community and public safety	-	-	500,000	-	-	-	-	-	-	-	-	100
Community and social services	-	-	500,000	-	-	-	-	-	-	-	-	-
Economic and environmental services	-	3,000 000	-	-	-	-	-	-	-	-	-	3,600
Planning and development	-	3,000	-	-	-	-	-	-	-	-	-	3,600
Total Capital Expenditure - Functional	-	3,800 000	500,000	500,000	150,000	-	600,000	130,000	-	-	-	4,240
Internally generated funds	-	3,800	500	500	150	-	600	130	-	-	-	4,240

ANNEXURE C: SERVICE DELIVERY PLANNING (2025/2026)

DC19 Thabo Mofutsanyana - Reconciliation of IDP strategic objectives and budget (revenue)

Strategic objectives and Budget (revenue)										
Description (R Thousand)	Objective	2021/22	2022/23	2023/24	Current Year 2024/25			2025/26 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2025/26	Budget Year +1 2026/27	Budget Year +2 2027/28
Sustainable agriculture that must simultaneously deliver food, security, environmental sustainability and economic opportunities.	To develop farmers from the rural communities	611,518	597 000	–	554 027,7	554 027,7	554 027,7	500,000	500,000	500,000
To promote accessibility and mobility and safe integrated road infrastructure network	Maintenance of roads & improve drainage	–	–	–	–	–	–	6,600 000	–	–
To improve economic growth of the district	SMME Assisted with the Tools of trade Development	100 000	650 000	–	500 000	500 000	500 000	500 000	200, 000	150,000

Strategic objectives and Budget (revenue)										
Description (R Thousand)	Objective	2021/22	2022/23	2023/24	Current Year 2024/25			2025/26 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2025/26	Budget Year +1 2026/27	Budget Year +2 2027/28
To promote accessibility, mobility and safe integrated road infrastructure network	Development of RRAMS	2,405 000	2,548 000	–	2, 458 000	2,458 000	2, 458 000	2,820 000	2, 949 000	3, 081 000
Sustainable agriculture that must simultaneously deliver food, security, environmental sustainability and economic opportunities.	To revitalize farms	–	–	–	–	–	–	200, 000	–	–
Sustainable agriculture that must simultaneously deliver food, security, environmental sustainability and	Capacitate 30 emerging farmers	–	–	–	–	–	–	200, 000	800,000	600,000

Strategic objectives and Budget (revenue)										
Description (R Thousand)	Objective	2021/22	2022/23	2023/24	Current Year 2024/25			2025/26 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2025/26	Budget Year +1 2026/27	Budget Year +2 2027/28
economic opportunities.										
To identify Projects that create jobs and benefit the community	Number of jobs creation through the municipality's EPWP	1,080 000	1,596 000	-	5, 048 000	5,048 000	5, 048 000	1,968 000	-	-
Proper Contingency Plans for Disasters at local municipal level and district level are in place	Purchasing Disaster Equipment	-	-	-	354,915	354,915	354,915	500,000	-	-
To promote energy efficiency and energy management in public infrastructure and buildings	Develop energy efficiency and demand side management grant	8,000 000	-	-	4,000 000	4,000 000	4, 000 000	5,000 000	5,000 000	5,000 000

Strategic objectives and Budget (revenue)										
Description (R Thousand)	Objective	2021/22	2022/23	2023/24	Current Year 2024/25			2025/26 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2025/26	Budget Year +1 2026/27	Budget Year +2 2027/28
To promote public participation of women and people with disabilities in our district	Gender and disability Meetings	110,000	452,000	-	150,000	389,650	389,650	259,819	260,922	171,750
To develop, coordinate and implement a coordinated and coherent Health, HIV/AIDS program in line with National and Provincial imperatives in our district	HIV/ AIDS campaign	190,000	200,000	-	-	-	226,950	240,120	261,375	170,000
To ensure that Proper Contingency Plans for Disasters at local municipal level	Disaster and fire reporting software	-	-	-	354,915	354,915	354,915	-	-	-

Strategic objectives and Budget (revenue)										
Description (R Thousand)	Objective	2021/22	2022/23	2023/24	Current Year 2024/25			2025/26 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2025/26	Budget Year +1 2026/27	Budget Year +2 2027/28
and district level are in place										
Facilitate provision of sufficient bulk food supply to all municipalities	Sampling of food	250,000	265,000	-	186,000	186,000	186,000	200,000	209,000	214,225
Provide a variety of sport and recreation facilities for staff and communities	Participating in OR Tambo games	443,341	425,000	-	-	-	-	328,093	341,572	348,237
To create an efficient, effective and accountable administration		250,000	-	-	-	-	175,682	172,197	169,521	172,599
		136,528	155,085							
Total Revenue (excluding capital transfers and contributions)		149,968	161,818	-	13,606	13,846	189,755	191,513	179,323	182,294

ANNEXURE D: CAPITAL BUDGET (2025/2026)

DC19 Thabo Mofutsanyana - Supporting Table SA29 Budgeted monthly capital expenditure (functional classification)

Description (R Thousand)	Budgeted Monthly Expenditure by type projections											
	July	August	September	October	November	December	January	February	March	April	May	June
Capital Expenditure - Functional												
Governance and administration	-	800,000	-	500,000	150,000	-	600,000	130,000	-	-	-	540,000
Executive and council		300,000	-		150,000			130,000				-
Finance and administration		500,000	-	500,000	-	-	600,000	-	-	-	-	540,000
Community and public safety	-	-	500,000	-	-	-	-	-	-	-	-	100,000
Community and social services	-	-	-	500,000	-	-	-	-	-	-	-	-
Health	-	-	-	-	-	-	-	-	-	-	-	100,000
Economic and environmental services	-	3,000 000	-	-	-	-	-	-	-	-	-	3, 600 000
Planning and development		3,000 000	-	-	-	-	-	-	-	-	-	3,600 000

THABO MOFUTSANYANA DISTRICT –SDBIP (2025 to 2026)

Description (R Thousand)	Budgeted Monthly Expenditure by type projections											
	July	August	September	October	November	December	January	February	March	April	May	June
Total Capital Expenditure - Functional	-	3,800 000	500,000	500,000	150,000	-	600,000	130,000	-	-	-	4,240 000

ANNEXURE E: TMDM BUDGETED OBJECTIVES ON TOP LAYER

PREDETERMINE OBJECTIVES	KEY PERFORMANCE AREAS	STRATEGIC OBJECTIVES
To improve and maintain current basic servicedelivery through specific infrastructure development projects	BASIC SERVICE DELIVERY	-IMPROVE DISTRICT INTEGRATED & COORDINATED STRATEGIC PLANNING AND DEVELOPMENT PROJECTS IN LINE WITH THE MANDATE OF TMDM -CREATE A CONDUCIVE ENVIRONMENT FOR DISTRICT SOCIO ECONOMIC DEVELOPMENT AND GROWTH -STRENGTHEN INTERGOVERNMENTAL RELATIONS AND STAKEHOLDER MANAGEMENT
To promote a safe and healthy environment through the protection of our natural resources		
To create an enabling environment for the participation in Arts and Culture activities		
To prevent, reduce and mitigate the severity/consequences of disaster. Provide a variety of sport and recreation for staff and communities		
To contribute to Tourism Development and Marketing To improve economic growth To promote the agricultural economy and sustainability To promote cultural and socio-economic development of our community	ECONOMIC DEVELOPMENT AND TOURISM	

To create an efficient, effective and accountable administration Support and Monitoring Local municipalities To encourage the involvement of communities in the matters of local government, through the promotion of open channels of communication To grow and manage the revenue base of the municipality To ensure compliance with the legislative framework - Budget Implementation Transparent supply chain management processes. Effective procurement planning & processes To structure and manage the municipal administration to ensure efficient service delivery Increase access to Communities and utilization of social media	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	-MANAGE PERFORMANCE, MONITORING & EVALUATION -MANAGE ORGANISATIONAL RISKS AND IMPROVE INSTITUTIONAL DEVELOPMENT -ENSURE PRUDENT FINANCIAL MANAGEMENT
	MUNICIPAL FINANCIAL VIABILITY AND TRANSFORMATION	
	MUNICIPAL TRANSFORMATION AND DEVELOPMENT	
Grand Total	R23 779 910	

ANNEXURE F: 1. KPIs and targets for Municipal Manager and Directors General

Indicators in Terms of The Municipal Planning and Performance Management Regulations, 2001

PERFORMANCE OBJECTIVE	PERFORMANCE INDICATOR	TARGET
Sound Management	Number of monthly management meetings held	At least 12 per annum
Legally compliant procurement	Number of appeals against the municipality regarding the awarding of tenders that were upheld	Maximum
Performance and financial reporting	Number of monthly performance and financial assessments done	Quarter 1 Quarter 2 Quarter 3 Quarter 4
Annual report compilation and approval	Annual Report as required by MFMA (121) tabled	Yes, by end-January
	Annual Report as required by MFMA (121) approved	Yes, by end-March

Council decision implementation	% of due council decisions initiated	100%
Functional Institution maintained	Annual review of the Staff re-establishment completed	Before end-June 2026
LED Management	% of the LED funds spent	100%
MFMA Section 131(1): Ensure that any issues raised by the Auditor-General in an audit report is addressed	% of issues raised by the Auditor-General in an audit report addressed	100%
Training needs of staff	Training needs of staff identified and provided to HR by all departments during January annually	Annually by January
Indicator in the regulations	Performance Indicator	Target
Reg 10(d): The number of jobs created through municipality's LED initiatives including capital projects	Number of jobs created through Municipality's capital projects (contracts > R200 000)	205 for 2025-26 year
Reg 10(c): Percentage of a municipality's capital budget spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan	% of capital budget spent	Between 90% and 100%

4.1 SUMMARY TOP LAYER KEY PERFORMANCE AGAINST SDBIP

KEY PERFORMANCE AREA	TOP LAYER INDICATORS	Second layer SDBIP
Basic Services and Infrastructure Development	15	60
Local Economic Development	08	17
Municipal Transformation and Institutional Development	05	40
Financial Viability & Management	09	41
Good Governance & Public Participation	11	37
TOTAL	60	195
Percentage (%)	30.77%	100%

4.2 Key indicators applicable to TMDM 2025/26 on Reporting

Output Indicators for Quarterly Reporting

1. Staff vacancy rate
2. Percentage of vacant posts filled within 3 months
3. Percentage of official complaints responded to through the municipal complaint management system
4. Number of active suspensions longer than three months
5. Quarterly salary bill of suspended officials
6. Number of work opportunities created through Public Employment Programmes (incl. EPWP, CWP and other related employment programmes)
7. Average number of days from the point of advertising to the letter of award per 80/20 procurement process
8. Percentage of municipal payments made to service providers who submitted complete forms within 30-days of invoice submission
9. Total Capital Expenditure as a percentage of Total Capital Budget
10. Total Operating Expenditure as a percentage of Total Operating Expenditure Budget
11. Total Operating Revenue as a percentage of Total Operating Revenue Budget

Quarterly Compliance Indicators

1. Number of signed performance agreements by the MM and section 56 managers
2. Number of Mayoral Executive meetings held
3. Number of Council portfolio committee meetings held
4. Number of MPAC meetings held
5. Number of formal (minutes) meetings between the Mayor, Speaker and MM were held to deal with municipal matters
6. Number of formal (minutes) meetings - to which all senior managers were invited- held
7. Number of councillors completed training
8. Number of municipal officials completed training⁵
9. Number of work stoppages occurring
10. Number of litigation cases instituted by the municipality
11. Number of litigation cases instituted against the municipality
12. Number of forensic investigations instituted
13. Number of forensic investigations conducted
14. Number of days of sick leave taken by employees
15. Number of permanent employees employed
16. Number of temporary employees employed

THABO MOFUTSANYANA DISTRICT –SDBIP (2025 to 2026)

Outcome Indicators for Annual Reporting

1. Percentage of municipal skills development levy recovered
2. Top management stability
3. Percentage of ward committees that are functional (meet four times a year, are quorate, and have an action plan)
4. Attendance rate of municipal council meetings by participating leaders (recognised traditional and/or Khoi-San leaders)
5. Percentage of councillors attending council meetings
6. Percentage of expenditure against total budget
7. Percentage of total operating revenue to finance total debt (Total Debt (Borrowing) / Total operating revenue)
8. Percentage change in cash backed reserves reconciliation
9. Percentage change in cash and cash equivalent (short term)
10. Percentage change of unauthorised, irregular, fruitless and wasteful expenditure
11. Percentage of total operating expenditure on remuneration
12. Percentage of total operating expenditure on contracted services
13. Percentage change of own funding (Internally generated funds + Borrowings) to fund capital expenditure
14. Percentage change of renewal/upgrading of existing Assets
15. Percentage change of repairs and maintenance of existing infrastructure
16. Percentage change in Gross Consumer Debtors' (Current and Non-current)
17. Percentage of Revenue Growth excluding capital grants
18. Percentage of net operating surplus margin

MUNICIPAL MANAGER'S QUALITY CERTIFICATE

I, Takatso Lebenya, the Municipal Manager, hereby submit the final Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) for the 2025/ 2026 financial year for consideration by the executive mayor on behalf of the Executive Committee. This final 2025/ 2026 TL SDBIP has been prepared in terms of the stipulated requirements as documented in the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) and regulations made under this Act.



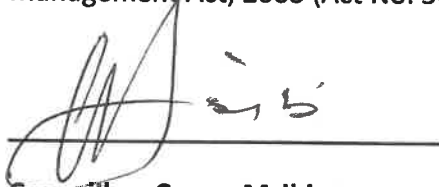
Ms. Takatso Lebenya
Municipal Manager

11 June 2025

Date

MAYOR'S CERTIFICATE OF APPROVAL

I, Conny Msibi, in my capacity as the Executive Mayor, hereby submit the approved Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) for the 2025/ 2026 financial year to Council for notification as required in terms of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) and regulations made under this Act.

A handwritten signature in black ink, appearing to read 'Msibi', is written over a horizontal line.

Councillor: Conny Msibi
Executive Mayor

25 June 2025

Date

2025/2026 SDBIP ATTACHED



Thabo Mofutsanyana District Municipality 2025/2026 Draft SDBIP

KPA	Strategic Objective	PREDTERMINE OBJECTIVE	PERFORMANCE INDICATOR	Budget	Frequency	Ref No.	Baseline	2025/2026 Annual Target	First Quarter Planned Target	Second Quarter Planned Target	Third Quarter Planned Target	Fourth Quarter Planned Target	EVIDENCE TO BE PROVIDED	KPNO
KPA 1: BASIC SERVICE DELIVERY	TECHNICAL SERVICES													
	Resources Allocated for 2025 - 2026 SDBIP per Quarter													
	To promote accessibility, mobility and safe integrated road infrastructure network	Implementation of Rural Road Asset Management System	Development of Rural Road Asset Management System (PHASE 3) - The extent of the Road Network	R 2 820 000	Q	Infr 01	0% completion of Development of Rural Road Asset Management System on the extend & conditions of the road network & RRAMS System. (Non-Achievements) during the period under review.	Complete Visual Assessments of Unpaved Roads (2501 km) and Traffic Count (75 Stations) by the 30th of June 2026	Visual Assessments & Conditions of Unpaved Roads (Phumelela LM = 168 km, Nketoana LM = 193 km, Mantsopa LM = 169 km)	Visual Assessments & Conditions of Unpaved Roads (Dhlabeng LM = 272 km, Setsoto LM = 305 km)	Visual Assessments & Conditions of Unpaved Roads (MAP LM = 1394 km)	Technical Report	Monthly progress/expenditure, Quarterly and Grant evaluation Reports	1
		Improved service delivery for Road Maintenance and Improved road safety	Road maintenance on TMDM Tourism Roads		R 6 800 000	Q	Infr 02	New	Road Maintenance on TMDM Roads by the 30th of June 2026	Identify areas within district for road maintenance	Compile and submit bid document	Begin project: Supply and deliver material	Complete project: Routine Road Maintenance	
	To promote road safety and Education	Arrive Alive Posters and road Safety Campaigns, promotional materials	Conduct Arrive Alive Campaign	R 100 000	Y	Infr 04	New	One Arrive Alive Campaign to be conducted by the 31st of December 2025.	Preparation of the event	Host event	-	-	Invitation, Photos, Report and Attendance Register	4
	To promote Energy Efficiency and Energy Management in public infrastructure & buildings	Implementation of Energy Efficiency and Demand Side Management Grant Programme	Development of Energy Efficiency and Demand Side Management Grant Programme	R 5 000 000	Q	Infr 05	100% Retrofitting of high mast & streetlights with LED tubes during the period under review.	Determine energy consumption baseline and issue and display EPC for buildings by the 30th of June 2026	Development of a business case for the Energy Performance Contracting Model in support of the EEPBIP	Consolidate energy audits inventory of 7 Buildings and 6 WWTW	Retrofits of High Mast Lights and Street Lights	Determine energy consumption baseline of buildings AND issue and display of EPC for buildings	Monthly progress/expenditure and quarterly grant evaluation reports	5
District Transport Forum Launch	Integration of district mode of transport	Number of transport forums to be conducted	OPEX	Q	Infr 06	New	New	New	Transport Forum Roadshows	Transport Forum Launch	01 Forum	01 Forum	Invitation, Photos, Report and Attendance Register	6

District Technical Directors Forum	Integration of Technical Directors Forum	Number of Technical Directors Forums to be conducted	OPEX	Q	Infr 07	New	New	01 Forum	01 Forum	01 Forum	01 Forum	Invite, Attendance register and Minutes	7
To Ensure Public Participation of Stakeholder in Water Management and Sanitation Provision	Implementation of Water management and sanitation provision	Number of District Water and sanitation forum to be held	OPEX	Q	Infr 08	04 District Water and sanitation fora convened during the period under review. Meetings dates: ■ 29 Sep 2023 ■ 07 Dec 2023 ■ 15 Mar 2024 ■ 21 Jun 2024	04 Fora to be held by the 30th of June 2026	01 Forum	01 Forum	01 Forum	01 Forum	Invitation, Agenda, Attendance Register & signed Minutes	8
To Ensure Public Participation of Stakeholder in Energy Management	Implementation of Energy Efficiency and Demand Side Management	Number of District Energy Forum to be held	OPEX	Q	Infr 09	04 District Energy fora convened during period under review. Meetings dates: ■ 27 Sep 2023 ■ 06 Dec 2023 ■ 13 Mar 2024 ■ 26 June 2024	04 Fora to be held by the 30th of June 2026	01 Forum	01 Forum	01 Forum	01 Forum	Invitation, Agenda, Attendance Register & signed Minutes	9
KMM Water Testing Laboratory													
To promote accessibility, mobility and safe water	Method Validation	Conduct method validation	OPEX	Q	KMM 01	New	Conduct method validation by the 30th of June 2026	Amend MOU for all local LMs and submit to Council	Submit council approved MOU's to LMs	Engage LMs on the MOU	Attend Training, Conduct testing	MOU's (Q1), Council Resolution (Q2), Invitation, Agenda, Attendance Register & signed Minutes (Q3), Certificates and CoA's (Q4)	10
	Review Quality Management System	Conduct review on Quality Management System	OPEX	Q	KMM 02	New	Review Quality Management System by the 30th of June 2026	ID and Address gaps in the quality manual	ID and Address gaps in Impartiality and Confidentiality Policies	ID and Address gaps in the Personnel and Facilities Policies	ID and Address gaps in the equipment	MOU's (Q1), Council Resolution (Q2), Invitation, Agenda, Attendance Register & signed Minutes (Q3), Certificates and CoA's (Q4)	11
	Meeting with FS CoGTA	Conducting meetings with FS CoGTA	OPEX	Q	KMM 03	New	04 FS CoGTA meetings to be held by the 30th of June 2026	1 FS CoGTA Meeting	1 FS CoGTA Meeting	1 FS CoGTA Meeting	1 FS CoGTA Meeting	MOU's (Q1), Council Resolution (Q2), Invitation, Agenda, Attendance Register & signed Minutes (Q3), Certificates and CoA's (Q4)	12
	Meeting with Stakeholders	Conducting meetings with Stakeholders	OPEX	Q	KMM 04	New	04 Stakeholder meetings to be held Quarterly by the 30th of June 2026	1 Stakeholder Meeting	1 Stakeholder Meeting	1 Stakeholder Meeting	1 Stakeholder Meeting	MOU's (Q1), Council Resolution (Q2), Invitation, Agenda, Attendance Register & signed Minutes (Q3), Certificates and CoA's (Q4)	13
	COMMUNITY SERVICES												
Sports													
	Number of OR Tambo games Meeting to be held	OPEX	Q	Spt 01	02 OR Tambo Games Meetings were held on the 30th June 2023	02 Meetings to be held on the 30th Sep 2025	Two meetings	No activities planned	No activities planned	No activities planned	No activities planned	Invitation, Attendance Register & signed Minutes	14

Provide a variety of Sport and Recreation for communities.	Ensuring that sport is promoted in all Communities	Hosting of the District OR TAMBO Games for 2025/2026 Fin.	R 273 000	Y	Spt 02	District games were not hosted on the 30th Sep 2022	Hosting of the District 2025/2026 games by the 31st October 2025	Identification of Sporting codes & Procurement request	No activities planned	No activities planned	No activities planned	No activities planned	Proof of procurement or needs Report and Attendance Register & Photos	15
	Ensuring that TMDM affiliates to SAMSBA games	Submission for affiliation Municipal teams on Provincial & National games on SAMSBA games for 2025/26 Fin	R 9 083	Y	Spt 03	Municipal teams were affiliated on Provincial & National games on SAMSBA games on the 08 th of September 2023	Submit Memo for Affiliate to SAMSBA by the 30th September 2025	Submission memo for affiliates by the 30th September 2025	No activities planned	No activities planned	No activities planned	No activities planned	Proof of payment, signed affiliation form & Memo of request	16
	To promote and encourage large participation of women in sports	Host women in sports games 2025 fin	R 100 000	Y	Spt 04	Women in sport were hosted on the 31st of August 2023	Hosting women in sports games 31st August 2025	Hosting women in sports games 31st August 2025	No activities planned	No activities planned	No activities planned	No activities planned	Report, photos and attendance register	17
	To create social cohesion amongst youth, promote healthy lifestyle and make awareness on danger the prevailing social fitness.	To host mayoral games	R 40 000	Y	Spt 05	Mayoral games were hosted on the 8th of June 2024	Hosting mayoral games on the 31st Mar 2026	No activities planned	No activities planned	Mayoral games on the 31 Mar 2026	No activities planned	No activities planned	Report, photos, attendance register and proof of procurement of medals	18
	Arts & Culture													19
To educate community on disaster management and fire services related matters	To Provide existing opportunities for Arts and Culture Practitioners in Thabo Mofutsanyana District	Number of Arts & Culture Forums to be held	OPEX	Q	AC 01	03 Arts & Culture fora convened during the period under review, Meetings dates: ■ 19 Jul 2023 ■ 12 Mar 2024 ■ 19 Mar 2024	4 Arts & Culture Forums to be held on the 31st March 2026	01 Forum	01 Forum	01 Forum	01 Forum	01 Forum	Invitation, Agenda, Attendance Register & signed Minutes	20
	Promote Healthy and Safe Circumcision of Initiates	To organise Performing mini Arts Festival	R 47 000	Y	AC 02	Mini Arts Festival was organized and performed on the 06th of Sep 2023	Organising Performing mini Festival 30 June 2026	No activities planned	No activities planned	Organising Performing mini Festival 30 June 2026	No activities planned	No activities planned	Invitation; Attendance Register; Photos & Report	21
		Number of Initiation Schools Workshop held with Government departments (SAPS & Health) and Initiation Schools Leaders	R 60 000	Q	AC 03	03 Initiation Schools Workshops convened during the period under review dates: ■ 14 Sep 2023 ■ 10 Oct 2023 ■ 27 Oct 2023	4 Initiation Schools Workshops held with Government departments (SAPS & Health) and Initiation Schools Leaders by the 30th of June 2026	1 Workshops	1 Workshops	1 Workshops	1 Workshops	1 Workshops	Invitation; Attendance Register; Photos & Report	22
	To host Disaster Risk Reduction Day	Host Disaster Risk Reduction International Day	OPEX	Y	ES 01	Disaster Risk Reduction Day was hosted on the 20th of December 2023	Host 1 Disaster Risk Reduction International Day by the 31st Dec 2025	Hold plenary meetings for the event and invite the event stakeholders by August 2025	Disaster Risk Reduction International Day on the 31st Dec 2025	No activities planned	No activities planned	No activities planned	Invitation; Attendance Register; Photos & Report	23
	To conduct safety awareness/education campaigns to the municipal personnel and community on disaster and fire related subjects	Number of Safety Awareness/education campaigns related to disaster and fire conducted on the 30 June 2026	OPEX	Q	ES 02	Zero Safety Awareness Campaigns conducted during the period under review date	4 Safety Awareness Campaigns by the 30 June 2026	1 Awareness Campaigns	1 Awareness Campaigns	1 Awareness Campaigns	1 Awareness Campaigns	1 Awareness Campaigns	Invitation; Attendance Register; Photos & Report	24
Emergency Services														

To educate community on disaster management and fire services related matters	To train/workshop municipal personnel and community on disaster and fire related subjects	Number of disaster and fire training/workshops done by the 30 June 2025	OPEX	Q	ES 03	None	4 disaster/fire training/workshops by the 30 June 2026	1 disaster/fire training	1 disaster/fire training	1 disaster/fire training	1 disaster/fire training	Invasion; Attendance Register; Photos & Report
To improve the municipal emergency services (Disaster Management and Fire Services) operations.	To hold quarterly stakeholder meetings	Number of stakeholder meetings held by the 30 June 2026	Opex	Q	ES 04	03 stakeholders' meetings were convened during the period under review dates: ■ 14 Jul 2023 ■ 01 Dec 2023 ■ 25 Mar 2024	4 stakeholder meetings by the 30 June 2026	1 stakeholder meeting	1 stakeholder meeting	1 stakeholder meeting	1 stakeholder meeting	Invasion; Attendance Register & signed minutes of Meeting
To Improve the municipal emergency services (Disaster Management and Fire Services) operations.	To conduct fire safety inspection to businesses & institutions	Number of fire safety inspection conducted	OPEX	Q	ES 05	New	12 fire safety inspections by the 30 June 2026	3 fire safety inspections	3 fire safety inspections	3 fire safety inspections	3 fire safety inspections	Inspections reports
To Improve the municipal emergency services (Disaster Management and Fire Services) operations.	To Monitor & Evaluate TMDM Emergency Services	Number of reports submitted to council on Monitoring & Evaluation TMDM Emergency Services	OPEX	Q	ES 06	New	4 Monitoring & Evaluation reports submitted to council by the 30 June 2026	1 Monitoring & Evaluation report	1 Monitoring & Evolution reports	1 Monitoring & Evolution reports	1 Monitoring & Evolution reports	Council resolution on submitted Monitoring & Evaluation reports
MUNICIPAL HEALTH & ENVIRONMENTAL MANAGEMENT SERVICES												
Environmental Management Services												
IMPROVE DISTRICT INTEGRATED & COORDINATED STRATEGIC PLANNING AND DEVELOPMENT	Conduct Environmental Management Audits (Waste, Air Quality and Biodiversity)	Number of Audit Reports covering all 3 Environmental Management Thematic Areas (Waste Management, Air Quality and Biodiversity)	OPEX	Q	EHS 01	New	4 Audit Reports covering all 3 Environmental Management Thematic areas by 30th of June 2026	1 Audit Report covering all 3 Environmental Management Thematic areas	1 Audit Report covering all 3 Environmental Management Thematic areas	1 Audit Report covering all 3 Environmental Management Thematic areas	1 Audit Report covering all 3 Environmental Management Thematic areas	Attendance Register; Photos & Report
	Conduct Environmental Advocacy and Campaigns (Clean-Up Campaigns, Environmental Calendar Days and Community/School Environmental Awareness)	Number of Environmental Advocacy and Awareness campaigns conducted (Clean-Up Campaigns, Environmental Calendar Days and Community/School Environmental Awareness)	OPEX	Q	EHS 02	New	4 Environmental Advocacy and Awareness Campaigns Reports by the 30th of June 2026	1 Environmental Advocacy and Awareness Campaigns Report	1 Environmental Advocacy and Awareness Campaigns Report	1 Environmental Advocacy and Awareness Campaigns Report	1 Environmental Advocacy and Awareness Campaigns Report	Invasion; Attendance Register; Photos & Report
	Convene District Waste and Environmental Management Officers Forum Meeting	Number of District Waste and Environmental Management Forum Meeting held	R25 000	Q	EHS 03	New	4 District Waste and Environmental Management Forum Meetings	1 District Waste and Environmental Management Forum Meeting	1 District Waste and Environmental Management Forum Meeting	1 District Waste and Environmental Management Forum Meeting	1 District Waste and Environmental Management Forum Meeting	Invasion; Attendance Register; Photos & signed minutes of Meetings
	Conduct Environmental Capacity building initiatives covering all Environmental thematic areas within the District	Number of Capacity Building Initiatives conducted covering all Environmental thematic areas within the District	Opex	BA	EHS 04	New	2 Capacity Building Initiatives conducted covering all Environmental thematic areas within the District by the 30 June 2026	No activities planned covering all Environmental thematic areas within the District	No activities planned covering all Environmental thematic areas within the District	No activities planned covering all Environmental thematic areas within the District	No activities planned covering all Environmental thematic areas within the District	Invasion, Photos, Attendance Register & Report
Municipal Health Services												
	Water Quality Monitoring	Number of water samples taken within Thabo Mofutsanyana taken.		M	PHS 01	New	240 Water Samples within TMDM	60 Water Samples	60 Water Samples	60 Water Samples	60 Water Samples	laboratory report
							Dlhabong 48 Samples	12	12	12	12	
							Setsoto 72 Samples	18	18	18	18	
							Mantsopa 24 Samples	6	6	6	6	
							Nkotsana 24 Samples	6	6	6	6	

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DELIVER SERVICES AND IMPLEMENT PROJECTS IN LINE WITH THE MANDATE OF TNDM	Number of inspections conducted on Learning Institutions(Schools and Colleges) within Thabo Mofutsanyana.	OPEX	Q	MHS 06	New	Ditlhabeng 48 Inspections						Inspection report	37
						Setsofo 36 Inspections							
						Mantsope 24 Inspections							
						Nketoana 12 Inspections							
						Phumelela 24 Inspections							
						Maluti A Phofung 84 Inspections							
						57 Accommodation Establishments Inspections							
						57 Accommodation Establishments Inspections							
						57 Accommodation Establishments Inspections							
						57 Accommodation Establishments Inspections							
	Number of inspections conducted on Accommodation Establishments (Hotels, BnBs and Guest Houses) within Thabo Mofutsanyana.	OPEX	Q	MHS 07	New	Ditlhabeng 48 Inspections						Inspection report	38
						Setsofo 36 Inspections							
						Mantsope 24 Inspections							
						Nketoana 12 Inspections							
						Phumelela 24 Inspections							
						Maluti A Phofung 84 Inspections							
						10 Old Age Homes and Disability Centres Inspections							
						10 Old Age Homes and Disability Centres Inspections							
						10 Old Age Homes and Disability Centres Inspections							
						10 Old Age Homes and Disability Centres Inspections							
	Number of inspections conducted on Old Age Homes and Disability Centres within Thabo Mofutsanyana.	OPEX	Q	MHS 08	New	Ditlhabeng 12 Inspections						Inspection report	39
						Setsofo 12 Inspections							
						Mantsope 02 Inspections							
						Nketoana 04 Inspections							
						Phumelela 04 Inspections							
						Maluti A Phofung 06 Inspections							
						08 Police Stations and Correctional Services Centres Inspections							
						08 Police Stations and Correctional Services Centres Inspections							
						08 Police Stations and Correctional Services Centres Inspections							
						08 Police Stations and Correctional Services Centres Inspections							
	Number of inspections conducted on Police Stations and Correctional Services within Thabo Mofutsanyana.	OPEX	Q	MHS 09	New	Ditlhabeng 08 Inspections						Inspection report	40
						Setsofo 04 Inspections							
						Mantsope 04 Inspections							
						Nketoana 05 Inspections							
						Phumelela 02 Inspections							
						Maluti A Phofung 08 Inspections							
						57 Beauty Salons and Hair Salons Inspections							
						57 Beauty Salons and Hair Salons Inspections							
						57 Beauty Salons and Hair Salons Inspections							
						57 Beauty Salons and Hair Salons Inspections							

Number of inspections conducted on Beauty Salons and Hair Salons within Thabo Mofutsanyana.	OPEX	Q	MHS 10	New	Setsoto 36 Inspections	9	9	9	9	9	Inspection report	41
					Mantsopa 24 Inspections	6	6	6	6	6		
					Nkomoana 12 Inspections	3	3	3	3	3		
					Phumela 24 Inspections	6	6	6	6	6		
					Maluti A Phofung 84 Inspections	21	21	21	21	21		41
Disposal of the dead	OPEX	Q	MHS 11	New	228 Funeral Parlours Inspections	57 Funeral Parlours Inspections	57 Funeral Parlours Inspections	57 Funeral Parlours Inspections	57 Funeral Parlours Inspections	57 Funeral Parlours Inspections	Inspection report	42
					Dhlabang 48 Inspections	12	12	12	12	12		
					Setsoto 36 Inspections	9	9	9	9	9		
					Mantsopa 24 Inspections	6	6	6	6	6		
Waste Management	OPEX	Q	MHS 12	New	Nkomoana 12 Inspections	3	3	3	3	3		43
					Phumela 24 Inspections	6	6	6	6	6		
					Maluti A Phofung 84 Inspections	21	21	21	21	21		
					228 Health Care Risk Waste generators	57 Health Care Risk Waste generators	57 Health Care Risk Waste generators	57 Health Care Risk Waste generators	57 Health Care Risk Waste generators	57 Health Care Risk Waste generators	Inspection report	
					Dhlabang 48 Inspections	12	12	12	12	12		43
					Setsoto 36 Inspections	9	9	9	9	9		
					Mantsopa 24 Inspections	6	6	6	6	6		
					Nkomoana 12 Inspections	3	3	3	3	3		
					Phumela 24 Inspections	6	6	6	6	6		
					Maluti A Phofung 84 Inspections	21	21	21	21	21		
OFFICE OF THE EXECUTIVE MAYOR												
TRANSVERSAL ISSUES												
HIV/AIDS Programmes												
To develop, coordinate and implement a coordinated and coherent Health, HIV/AIDS program in line with National and Provincial Imperatives in our district	R 250 120	Q	HV 01	New	Zero HIV & AIDS Council meetings were held during the period under review	Four HIV/AIDS council Meetings on the 30th June 2025	One Meeting	One Meeting	One Meeting	One Meeting	Invitation, Agenda, Attendance Register and Minutes	44
					One HIV/AIDS awareness campaigns conducted on the 31 December 2023	Four HIV/AIDS Awareness Campaigns on the 30th June 2025	One Awareness Campaign	One Awareness Campaign	One Awareness Campaign	One Awareness Campaign	Invitation, Agenda, Attendance Register and Minutes	45
						Comemorating world AIDS day by the 31st December 2025	No activities planned	No activities planned	Comemorating world AIDS day on the 31st December 2025	No activities planned	Invitation, Agenda, Attendance Register, Photos & Report	46

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DELIVER SERVICES AND IMPLEMENT PROJECTS IN LINE WITH THE MANDATE OF EDM	Engagement of youth on challenges and proposed solutions to their challenges.	Number of Youth Imbizo/roadshow to be conducted in the district.	R 125 000	Y	YDP 3	NEW	4 Youth Imbizo/roadshow to be conducted by 30 June 2026	Youth Imbizo	Youth Imbizo	Youth Imbizo	Youth Imbizo	Notice, Report, Attendance Register, Photos	57
		Host Youth Parliament/Council.		Y	YDP 4	NEW	Thabo Melusanyana Youth Parliament to be host by 31 Dec 2025	Preparations for the Event	Host Youth Parliament	No activities planned	No activities planned	Detailed report, Photos, Attendance	58
	To provide an opportunity and assistant to students from less advantaged backgrounds to access Institutions of Higher Learning	Number of students awarded with bursaries for 2025/2026 year.	R 500 000	Q	YDP 5	New	The Awarding of Bursaries to 10 students for 2026 by the 31 June 2026	No activities planned	Prepare the Mayoral Bursary fund advert	Award bursaries to qualifying students	Monitoring bursary holders	Award Bursary applications and detailed report.	59
	Youth Career Guidance	Conducting career exhibition	R 138 524	Y	YDP 7	New	Conducting career exhibition by 31st Mar 2026	No activities planned	Preparations for Exhibition by sending notices	Career Exhibition	No activities planned	Notice, Attendance Register, Photos and Report	60
	To create social cohesion amongst youth, promote healthy lifestyle and make awareness on danger the prevailing social illness.	To transport youth participants to the mayoral games by the 31st March 2026	R 18 831	Y	YDP 8	New	Transporting participants to the mayoral games by the 31st Mar 2026	No activities planned	No activities planned	Mayoral games on the 31st Mar 2026	No activities planned	Report, photos, List of participants and proof of procurement of transport for participants	61

KAP: 2 LOCAL ECONOMIC DEVELOPMENT

Local Economic Development & Tourism													
Local Economic Development													
DELIVER SERVICES AND IMPLEMENT PROJECTS IN LINE WITH THE MANDATE OF TMDM	Procurement of equipment/ Tools (as per needs of smmes)	Procuring tools of trade for SMMEs	R 500 000	Y	LED 01	Procurement of tools of trade was done on the 25th June 2024	Advertisement, inviting eligible SMME to apply for funding assistance	Capturing of long list, verification of SMMEs with LMs. Shortlisting of qualifying SMMEs	Submission of request to the SCM Unit.	Presentation/ handover of Tools to SMMEs	Advert, Shortlisting of qualifying SMMEs Report, Memo of request, Acknowledgment of goods by the beneficiaries & photos	62	
	Convene LED Stakeholders Forum	Number of LED fora to be held	R 80 000	Q	LED 02	03 LED fora held on the 30th of June 2024	01 Forum	01 Forum	01 Forum	01 Forum	Invitation, Agenda, Attendance Register and Minutes	63	
	Training SMMEs on Textile	Number of SMMEs benefiting from Textile Start up training	R 200 000	Y	LED 03	New	Training of 21 SMMEs on textile start up from Phumela LM	Profiling of SMMEs to be trained	Submission of request for appointment of Service Provider	advertisement	Trained 21 SMMEs, issuing of certificates of attendance.	Approved, Credible & Implementable LED Strategy Document.	64
	Tourism												
To contribute to Tourism Development and Marketing	Digital Marketing workshop	Number of Product Owners to be trained on how to market their business on digital space/market.	R 100 000	Q	TRSM 01	New	Training of 25 Tourism Product Owners on how to market their businesses on digital platforms. 30th June 2026	Identification of tourism product owners, and verification of existence of their businesses.	Communication Unit to help design the poster. Submission for the appointment of a service provider	Advertisement	Training of 25 Tourism Product Owners and issuing of certificates of attendance.	Submission, advert, attendance register and sample of certificate of attendance	65
	Tourism Development	To host service excellence workshop		Y	TRSM 03	New	Host Service excellence workshop on the 30th June 2026	1. Collecting Data from lodging and restaurant establishment. 2. Identification of beneficiaries	Submission for appointment of service	Preparations for workshop by sending notices	Preparations for sending notices	Poster, Report pictures & Attendance registers & sample of certificate	66
	Development of Alternative Tourism	Service Excellence Awards		Y	TRSM 04	New	Identification of ambassadors by the 30 June 2026	Distribution application forms	Adjudication process and selection thereof.	No activities planned	Award ceremony	Sample of application form; Pictures & Report of the Event	67
Agriculture													

Local Economic Development	Farmers Support Programme	Number of Farmers to be assisted with Tools of Trade (Rural Community Support)	R 500 000	Y	AGR 01	45 Farmers were assisted with tools of trade on the 30th of June 2024	Assisting five Farmers with tools of trade by the 30 June 2026	No activities planned	No activities planned	No activities planned	Assisting Farmers with tools of Trade	Submission request to Municipal Manager, Proof of Purchase, Deed of Donation and Pictures	68
		Number of farms revitalised in terms of Electricity and Water	R 200 000	Y	AGR 02	01 farm was revitalized in terms of Electricity and Water during the period under review	Revitalising one farm in terms of Electricity and Water by the 30th June 2026	No activities planned	No activities planned	No activities planned	Revitalise one Farm	Request to MM, pictures and proof of payment	69
		Agri-SETA incentivised graduate placement to be created and quarterly expenditure reports to be issued	R 750 000	Q	AGR 03	New	25 Agri-SETA incentivised graduate placement to be created and 4 quarterly expenditure reports to be issued by the 30 June 2026	Quarterly expenditure reports	Quarterly expenditure reports	Quarterly expenditure reports	Signed contracts, quarterly expenditure reports		70
		Number of Farmers/ Learners sent to NAMPO Day	OPEX	Y	AGR 04	13 farmers/learner sent to NAMPO on the 30th of May 2024	Thirteen farmers / learners sent to NAMPO by the 30th June 2026	No activities planned	No activities planned	No activities planned	Sending thirteen farmers / learners to NAMPO Day	Signed Report, attendance Register or virtual attendance register and Photos	71
		Number of Farmers sent to an Established Fresh Produce Market	OPEX	Y	AGR 05	13 farmers were sent to an established Fresh Produce Market on the 30th of November 2023	Sending thirteen farmers to an Established Fresh Produce Market by the 30th June 2026	No activities planned	No activities planned	No activities planned	Sending thirteen farmers to an Established Fresh Produce Market	Signed Report, attendance Register or virtual attendance register and Photos	72
		Number of Farmers /Learners sent to Alfa workshop	OPEX	Y	AGR 06	13 farmers were sent to Alfa workshop on the 30th of Sep 2023	Sending Thirteen farmers /learners to Alfa workshop on the 31st Oct 2025	No activities planned	No activities planned	No activities planned	No activities planned	Signed Report, attendance Register or virtual attendance register and Photos	73
		Procurement of inputs for Municipal Garden	R 10 000	Y	AGR 07	Municipal Garden was established on the 30th of June 2024	Procurement of inputs for Municipal Garden on the 30 June 2026	Submission of request	No activities planned	No activities planned	Procurement of production inputs for Municipal Garden on the 30 June 2026	Proof of payment, and #	74
		Training of 30 Emerging farmers on the following: Animal Health, Piggery Production, Poultry Production, Animal Nutrition and Vegetable Production	R 200 000	Y	AGR 08	232 emerging farmers were trained on Animal Health, Piggery Production, Poultry Production, Animal Nutrition and Vegetable Production on the 30th of June 2024	Training of 120 Emerging farmers on the 30 June 2026	Training of thirty Emerging farmers on the 30 September 2025	Training of thirty Emerging farmers on the 31 March 2026	Training of thirty Emerging farmers on the 30 June 2026	Training of thirty Emerging farmers on the 30 September 2025	Signed Report, attendance Register, Proof of payment and Photos	75
	Poverty Alleviation And Job Creation												76
	DELIVER SERVICES AND IMPLEMENT PROJECTS IN LINE WITH THE MANDATE OF TMOM	To create jobs through Various Programmes and Projects	Number of Jobs to be created through EPWP Incentive Grant	R 1 968 000	Y	PA&JC 01	Additional 205 Jobs were created through EPWP Incentive Grant on the 30th of April 2024	200 Jobs created through EPWP Incentive Grant by the 31st of December 2025	200 EPWP Employees	No activities planned	No activities planned	No activities planned	All signed employment contracts
Number of Monthly progress Reports on EPWP Incentive Grant sent to Public Works on the 10th of every month			Opex	M	PA&JC 02	12 Monthly Expenditure Reports on EPWP Incentive Grant sent to Public Works on the 10th of every month on the 30th of June 2024	08 Monthly Expenditure Reports on EPWP Incentive Grant sent to Public Works on the 10th of every month	03 Monthly Expenditure Reports	03 Monthly Expenditure Reports	No activities planned	No activities planned	Signed Monthly Reports	77

Create a Responsive and Accountable Administration	To support council and its committees	Number of days for submission of items from all departments to MM for Council Agenda before sitting of the Council meeting	Opex	Q	CS 01	Items from all departments to MM for Council Agenda were submitted within 05 days before the Council meeting as on the 30th of June 2024	Submission of Items from all departments to MM for Council Agenda 05 days before the Council meeting by the 30th June 2026	05 Days before Council Meeting	05 Days before Council Meeting	05 Days before Council Meeting	Distribution List	78
		Number of days for distribution of Agenda to Council Members before sitting of the Council meeting	Opex	Q	CS 02	Council Agendas were distributed within 03 days as on the 30th of June 2024	Distribution of Agenda to Council Members 2 Days before the Council meeting by the 30th June 2026	02 Days Before the Council Meeting	02 Days Before the Council Meeting	02 Days Before the Council Meeting	Distribution List	79
		Number of Council meetings held	R 285 000	Q	CS 03	NEW	Four Council meetings to be held by the 30 June 2026	1 meeting	1 meeting	1 meeting	Notice, Agenda, Attendance Register	80
		Number of Mayoral Committee meetings held	OPEX	Q	CS 04	NEW	4 Mayoral Committee meetings to be held by the 30 June 2026	1 meeting	1 meeting	1 meeting	Notice Attendance Register, & Agenda Items	81
		Number of days for submission of items to the Executive Mayor for MAYCO Agenda before sitting of the MAYCO meeting	Opex	Q	CS 05	Items for Mayco to Executive Mayor were submitted 03 days before MAYCO as on the 30th of June 2024	Submission of Items to the Executive Mayor for MAYCO Agenda 5 days before the MAYCO meeting by the 30th June 2026	05 Days before MAYCO Meeting	05 Days before MAYCO Meeting	05 Days before MAYCO Meeting	Distribution List	82
		Number of Days for distribution of Mayco Agenda to the secretary in the office of Executive Mayor before sitting of the Mayco meeting	Opex	Q	CS 06	Mayco Agenda was distributed within 02 days before Mayco meeting as on 30th of June 2024	Distribution of Mayco Agenda to secretary in the office of Executive Mayor 2 days before the Mayco meeting by the 30th June 2026	02 Days Before the Mayco Meeting	02 Days Before the Mayco Meeting	02 Days Before the Mayco Meeting	Distribution List	83
		Number of MPAC meetings held	OPEX	Q	CS 07	04 MPAC meetings held on the 30th June 2024	4 MPAC meetings to be held by the 30 June 2026	1 meeting	1 meeting	1 meeting	Invitation, Agenda, Attendance Register and Minutes	84
		100% adherence to the approved LLF meeting schedule	OPEX	M	CS 08	3 LLF Meetings held on the 30th of June 2024	Three LLF Meetings to be held by the 30th June 2026	03 LLF meetings	03 LLF meetings	03 LLF meetings	Invitation, Agenda, Attendance Register and Minutes	85
		Number of litigation cases instituted against the municipality	OPEX	Q	CS 09	NEW	4 Registers of litigation cases by the 30th June 2026	Q1 Registers report	Q2 Registers	Q3 Registers	Quarterly litigations registers	86
		Implementation of Fleet Management disciplines as follows: Manage the Fleet Policy, Fleet Administration and Fleet Expense control	R 1 000 000	M	CS 10	New	Application of the Municipal Vehicle Policy and the National Road Traffic Act by the 30th June 2026	1. Vehicle Certificate of Fitness 2. Vehicle Licence Renewal 3. Fleet Administration 4. Fleet Expenses Control 5. Fleet Policy Formulation 6. Fuel report or monthly use	1. Vehicle Certificate of Fitness 2. Vehicle Licence Renewal 3. Fleet Administration 4. Fleet Expenses Control 5. Fleet Policy Formulation 6. Fuel report or monthly use	1. Vehicle Certificate of Fitness 2. Vehicle Licence Renewal 3. Fleet Administration 4. Fleet Expenses Control 5. Fleet Policy Formulation 6. Fuel report or monthly use	Vehicle certificates Copies of licensing disk Monthly report Expenditure report Fuel register and fuel report Fleet report Fleet policy	87
Functionality of Labour Relations matters	Number LLF meetings held as per the approved schedule											
	Reporting litigation cases in the municipality											
To remove or minimize the risks associated with vehicle investment, improving efficiency, productivity and providing 100% compliance with government legislation												
	Fully functional Fleet Management services to enhance and support maintained fleet of vehicles and both vehicle and driver compliance											

Maintain the Institutional Capacity to implement the IDP and accompanying programmes effectively and efficiently	Portfolio Committee meetings	OPEX	Y	CS 11	NEW	4 New Municipal Vehicles to be purchased by 31st of December 2025	Submission of requests	Purchasing of cars	No activities planned	No activities planned	Vehicle certificates Copies of licensing disk	48
						05 Portfolio Committee meetings to be convened during the period under review,	02 Meetings	02 Meetings	02 Meetings	02 Meetings	Invitation, Agenda, Attendance Register and Minutes	89
						02 Human Resource policies reviewed by the Council dates: • 31 Oct 2023 • 22 May 2024	No activities planned	No activities planned	01 Policy	No activities planned	Proof of submission to Council, Human Resources Policies and Council resolution	90
						Municipal Organogram (Staff Establishment) was reviewed on the 22nd of May 2024	No activities planned	No activities planned	No activities planned	Review organogram and get Council approval on the 31 May 2025	Signed Organogram by Municipal Manager	91
						Workplace skills plan & ATR was developed and submitted on the 30th of April 2024	No activities planned	No activities planned	No activities planned	Develop Workplace skills plan & ATR and submit to LGSETA by the 30th April 2026	Approved WSP document & Print Screen for submission to LGSETA	92
						15 qualifying applicants (officials) awarded bursaries for 2026 by 30 June 2026	No activities planned	No activities planned	No activities planned	Award bursaries to qualifying officials	Advert, Memo of request for payment & detailed report with list of qualifying officials	93
						Skills Audit Forms were distributed to employees by the 31st of Feb 2024	No activities planned	No activities planned	No activities planned	Distribution of skills audit forms to all employees on the 31 Dec 2025	2025-2030 Skills Audit Report	94
						26 Employees were trained as per skills needs as on the 30 June 2024, with the following trainings:- • 01 IT Technician • 03 Skill Gap • 05 HRMP • 14 Security safety • 02 Payroll • 01 Security	06 employees to be trained	06 employees to be trained	06 employees to be trained	06 employees to be trained	Approved request & a detailed Report	95
						02 Occupational Health and Safety Committee Meetings convened during the period under review, Meetings dates: ■ 02 Dec 2023 ■ 20 Jun 2024	01 Meeting	01 Meeting	01 Meeting	01 Meeting	Invitation, Agenda, Attendance Register and Minutes	96
						EE Report submitted to Department of Labour on the 18th of January 2024	No Activities planned	Submit EE Report to Department of Labour on the 31st January 2025	No activities planned	No activities planned	Print screen & the EE Document submitted to Dept of Labour	97
Maintain the Institutional Capacity to implement the IDP and accompanying programmes effectively and efficiently	Awarded bursaries for Officials	OPEX	Y	HR 04	New	15 qualifying applicants (officials) awarded bursaries for 2026 by 30 June 2026	No activities planned	Internal Advert / Memo	Award bursaries to qualifying officials	No activities planned	Advert, Memo of request for payment & detailed report with list of qualifying officials	93
						Skills Audit Forms were distributed to employees by the 31st of Feb 2024	No activities planned	No activities planned	No activities planned	Distribution of skills audit forms to all employees on the 31 Dec 2025	2025-2030 Skills Audit Report	94
To improve institutional development in terms of WSP	Number of employees to be trained as per their Skills needs	R 250 000	Y	HR 06	Y	24 employees to be trained as per skills needs by the 30th June 2026	06 employees to be trained	06 employees to be trained	06 employees to be trained	06 employees to be trained	Approved request & a detailed Report	95
						Four Occupational Health and Safety Committee Meetings convened during the period under review, Meetings dates: ■ 02 Dec 2023 ■ 20 Jun 2024	01 Meeting	01 Meeting	01 Meeting	01 Meeting	Invitation, Agenda, Attendance Register and Minutes	96
To create a safe and healthy working environment for staff, Councilors and community members.	Number of Occupational Health and Safety Committee Meetings	OPEX	Y	HR 07	Y	02 Occupational Health and Safety Committee Meetings convened during the period under review, Meetings dates: ■ 02 Dec 2023 ■ 20 Jun 2024	01 Meeting	01 Meeting	01 Meeting	01 Meeting	Invitation, Agenda, Attendance Register and Minutes	96
						EE Report submitted to Department of Labour on the 18th of January 2024	No Activities planned	Submit EE Report to Department of Labour on the 31st January 2025	No activities planned	No activities planned	Print screen & the EE Document submitted to Dept of Labour	97
To Maintain Sound Labour Relations	Submit Employment Equity Report to Department of Labour	OPEX	Y	HR 08	Y	EE Report submitted to Department of Labour on the 18th of January 2024	No Activities planned	Submit EE Report to Department of Labour on the 31st January 2025	No activities planned	No activities planned	Print screen & the EE Document submitted to Dept of Labour	97
						04 quarter Internal Newsletters were published as on the 30 June 2024	01 Newsletters	01 Newsletters	01 Newsletters	01 Newsletters	Published Internal Newsletters	98

Publicity through various Communications Tools	Number Communication Channels use	R 150 000	M	COM 02	16 Communication Channels utilised on the 30th of June 2024	12 Communication Channels utilized by the 30th June 2026	03 Communication Channels	03 Communication Channels	03 Communication Channels	03 Communication Channels	Newspaper, Radio, TV, Online media, Social Media, Billboards, Website, E-mails, Posters, Leaflets, Brochures, Audio Tapes, Videography, Booklets, Promotional Materials, Info graphics events, exhibitions,	99
	Number of District Communicators For a Held	R 50 000	Q	COM 04	04 District Communicators Forum were convened during the period under review, Meetings dates: ■ 21 Sep 2023 ■ 05 Dec 2023 ■ 14 Mar 2024 ■ 26-27 Jun 2024	4 District Communicators Fora held by the 30th June 2026	1 Forum	1 Forum	1 Forum	1 Forum	Invitation, Agenda, Attendance Register and Minutes	100
	Number of consultations with Local Municipalities communicators to advise them on communication issues	R 50 000	Q	COM 05	04 Consultations with Local Municipalities for communicators for support during the period under review, consulted Municipalities: ■ Mantsopa ■ Phumela ■ Phumela & Mantsopa ■ Nictosana	4 Consultations with Local Municipalities for communication support by the 30th June 2026	01 Communication support and capacity to Local Municipality around communications	01 Communication support and capacity to Local Municipality around communications	01 Communication support and capacity to Local Municipality around communications	01 Communication support and capacity to Local Municipality around communications	Signed Report and Attendance register	101
	Number of Events Based Communications plans developed for TMDM departmental events	OPEX	Q	COM 06	04 Communications plans were developed for during the period under review: ■ Reitz for arrive alive campaign. ■ Seisofo, Dlabang & Nictosana > Thunderstorms ■ Mantsopa & Nictosana ■ Windstorms ■ TMDM New Logo	4 Events Based Communications plans developed for TMDM departmental events by the 30th June 2026	01 Event based Communication Plan	01 Event based Communication Plan	01 Event based Communication Plan	01 Event based Communication Plan	signed communication plan	102
Corporate Image Management and Brand Awareness	Number of brand promotion activities conducted by the 30th June 2026	R 40 000	Q	COM 07	28 Branding, Promotions activities were conducted during the period under review: ■ Q1= 6 ■ Q2= 8 ■ Q3= 9 ■ Q4= 5	32 Branding, Promotion activities conducted by the 30th June 2026	08 Branding, Promotions	08 Branding, Promotions	08 Branding, Promotions	08 Branding, Promotions	Pictorial Report & Institutional Calendar of events	103
	Social media update about the TMDM activities by the 30th June 2026	R 100 000	Q	COM 08	04 Updates of the social media platforms with were used during the period under review: ■ Instagram ■ Facebook ■ Twitter ■ WhatsApp	4 social media updates FACEBOOK, INSTAGRAM, TWITTER done by the 30th June 2026	01 Updating of the social media platform with the municipal activities	01 Updating of the social media platform with the municipal activities	01 Updating of the social media platform with the municipal activities	01 Updating of the social media platform with the municipal activities	Social media pages screen shot	104

STRENGTHEN INTERGOVERNMENTAL RELATIONS AND STAKEHOLDER MANAGEMENT

	Provision of photographic services to TMDM departments	Number of TMDM events provided with photographic services	OPEX	Q	COM 09	24 TMDM events were provided with photographic services during the period under review: • Q1 = 6 • Q2 = 7 • Q3 = 5 • Q4 = 6	12 TMDM events provided with photographic services by the 30th June 2026	03 TMDM events provided with photographic services	03 TMDM events provided with photographic services	03 TMDM events provided with photographic services	03 TMDM events provided with photographic services	Calendar of events from departments asking for photographic services, report and pictures	105
	Media Engagement to improve communication with all stakeholders and internal relations	Quarterly Media Monitoring and Analysis Report Produced after the end of the quarter and be submitted to the Municipal Manager	OPEX	Q	COM 10	4 Quarterly Media Monitoring and Analysis report submitted 10 days after the end of the month to the Municipal Manager and Executive Mayor	4 Quarterly Media Monitoring and Analysis report submitted to the Municipal Manager the end of each quarter by the 30th June 2026	10 Days after the end of the quarter	10 Days after the end of the quarter	10 Days after the end of the quarter	10 Days after the end of the quarter	Signed Report and Submission Register signed by the recipient in the office of the municipal manager/PA or secretary signature on the submission register	106
	Media Engagement to improve communication with all stakeholders and internal relations	Number of Media Statements /Advisories /Announcements/Articles released	OPEX	Q	COM 11	04 Media Announcements were released by the 30th of June 2024	4 of Media Statements /Advisories /Announcements/Articles released by the 30th June 2026	01 Media Statement	01 Media Statement	01 Media Statement	01 media statement	Media Statements, Advisories, Inve, Articles and Announcements	107
		Number of Media Engagement Activities undertaken (Media House Visits, Briefing Sessions, Networking Sessions, Talk Shows, Dialogues, Media Support, Media Tours and Media Recognition Programmes)	OPEX	Q	COM 12	04 Media Engagement Activities were undertaken during the period under review: • 20 Sep 2023 • 07 Nov 2023 • 20 Feb 2024 • 14 Jun 2024	4 Media Engagement Activities undertaken (Media House Visits, Briefing Sessions, Networking Sessions, Talk Shows, Dialogues, Media Support, Media Tours and Media Recognition Programmes) by the 30th June 2026	01 Media engagement sessions	01 Media engagement sessions	01 Media engagement sessions	01 Media engagement sessions	Attendance Register or Signed Report	108
Safe IT Systems are in place	Ensure secure ICT environment	Number of IT security reports Complied	OPEX	M	ICT 01	12 Security reports were compiled during the period under review: • Q1 = 3 • Q2 = 3 • Q3 = 3 • Q4 = 3	24 security reports by the June 2026	6 security reports	6 security reports	6 security reports	6 security reports	Monthly System generated reports of Security systems(3 Firewall; 3 Antivirus)	109
	Functional Disaster recovery solution	Implementation of Disaster Recovery Plan	OPEX	Q	ICT 02	Functional disaster Recovery Plan was implemented during the period under review.	Functional Disaster Recovery Solution by the 30th June 2026	Disaster recovery system simulation run/ Backup reports	Disaster recovery system simulation run/ Backup reports	Disaster recovery system simulation run/ Backup reports	Disaster recovery system simulation run/ Backup reports	System reports/ Backup and Replication Reports	110
	Ensure Compliance with section 75 of MFMA	100% of Website Update Requests Carried out within a day	OPEX	M	ICT 03	100% of Website Update Requests Carried out during the period under review	100% Website Update Requests by the 30th June 2026	100% Website Update Requests	100% Website Update Requests	100% Website Update Requests	100% Website Update Requests	Sign Off Form	111
	Ensure Network Availability	95% Wide Area Network (Internet Connection) Uptime	OPEX	Q	ICT 04	Wide Area Network services and Office 365 Licensing implemented	95% Wide Area Network (Internet Connection) uptime by the 30th June 2026	95% Network Uptime	95% Network Uptime	95% Network Uptime	95% Network Uptime	Network Management Reports	112
	Ensure that IT Meetings are held	Number of ICT steering committee meetings: Coordinated quarterly	OPEX	Q	New	New	4 ICT steering committee meetings Coordinated by 30th June 2026	1 meeting	1 meeting	1 meeting	1 meeting	Invitation, Agenda, Attendance Register and Minutes	113
Security Services													
	Consultation, communication &	Number of consultation, coordination and communication meeting with security cluster	OPEX	Q	SS 01	New	4 Meetings with security cluster by the 30th June 2026	1 Meeting	1 Meeting	1 Meeting	1 Meeting	Report, Attendance register, Photos & Minutes	114

Ensure the Effective Security Plans and Policies are adhered	Coordination	Number of security forum with Local Municipalities held	OPEX	Q	SS 02	New	4 security forum with Local Municipalities held by the 30th June 2026	1 Forum	1 Forum	1 Forum	1 Forum	1 Forum	Initiation, Agenda, Attendance Register and Minutes	115	
	Security Operation Plan	Number of security audits conducted	OPEX	Q	SS 03	New	40 Reviewed Security audits conducted by the 30th June 2026	10 Security audits	10 Security audits	10 Security audits	10 Security audits	10 Security audits	Security Audits Report, Occurrence & Review Signature	116	
	Security measures and procedures recorded	100% recording of Movement of Municipal assets	OPEX	Q	SS 04		04 Quarterly Records on Movement of Municipal assets by the 30th June 2026	01 Report and Records of Movement of Municipal assets	01 Report and Records of Movement of Municipal assets	01 Report and Records of Movement of Municipal assets	01 Report and Records of Movement of Municipal assets	01 Report and Records of Movement of Municipal assets	Occurrence Book and Signed Report	117	
	Financial Services														
Effectively Manage the Finances of the District and Development of necessary measures for full Accountability and Reporting	Statutory submissions and payments	Payment of Creditors within 30 Days of Receipt of Invoice	OPEX	Monthly	FIN 01	95% of Creditors were paid within 30 Days	100% Payment of Creditors by the 30th June 2026	100% Payment of Creditors	100% Payment of Creditors	100% Payment of Creditors	100% Payment of Creditors	100% Payment of Creditors	Creditors Ageing Analysis Report	118	
		Preparation of Creditors Reconciliation within 10 working days	OPEX	M	FIN 02	Creditors Reconciliation was prepared within 7 working Days After the end of the Month	Reconciliation within 10 working Days After the end of the Month by the 30th June 2026	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	Preparation Date of the Recon	119	
		Preparation of Cashbooks within 10 working days	OPEX	M	FIN 03	Cashbooks were prepared 7 Days After the end of the Month	Preparation of Cashbooks 10 Days After the end of the Month by the 30th June 2026	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	Last Transaction Date in the Cashbook	120	
		Preparation of VAT Reconciliation after Submission of VAT Return within 10 working days after Submissions of Returns	OPEX	M	FIN 04	VAT Reconciliation was prepared 8 Days After Submissions of Returns	Reconciliation 10 Days After Submissions of Returns by the 30th June 2026	10 days After Submissions of Returns	10 days After Submissions of Returns	10 days After Submissions of Returns	10 days After Submissions of Returns	10 days After Submissions of Returns	Vat Return Submission Date and the Preparation of Recon	121	
		Submission of VAT Returns within 30 Days After the end of the Month	OPEX	M	FIN 05	Submission of VAT Returns done 27 Days After the end of the Month	Submission of VAT Returns 30 Days After the end of the Month by the 30th June 2026	30 Days After the end of the Month	30 Days After the end of the Month	30 Days After the end of the Month	30 Days After the end of the Month	30 Days After the end of the Month	Submission Date (EasyFile)	122	
		Reconciliation between Payroll and General Ledger within 10 days After the end of the Month	OPEX	M	FIN 06	Reconciliation of Payroll and General Ledger done 16 Days After the end of the Month	Reconciliation between Payroll and General Ledger 10 Days After the end of the Month by the 30th June 2026	10 Days After the end of the Month	10 Days After the end of the Month	10 Days After the end of the Month	10 Days After the end of the Month	10 Days After the end of the Month	Preparation Date between ledger & Payroll	123	
		Payment of salaries & allowances 25 Days After the beginning of each month	OPEX	M	FIN 07	Payment of salaries & allowances done 23 days After the beginning of each month	Payment of salaries & allowances 25 Days After the beginning of each month by the 30th June 2026	25 Days After the beginning of each month	25 Days After the beginning of each month	25 Days After the beginning of each month	25 Days After the beginning of each month	25 Days After the beginning of each month	Bank Statement (Proof)	124	
		Reconciliation between Payroll and bank statement within 10 working days After the end of the Month	OPEX	Q	FIN 08	Four quarterly expenditure reports prepared on staff benefits	Preparation of payroll recon within 10 days after end of the month by the 30th June 2026	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	Prepared Signed Report	125	
		Prepare quarterly expenditure report on staff benefits	OPEX	Q	FIN 09	4 expenditure report on staff benefits	Prepare quarterly 4 expenditure on staff benefits by the 30th June 2026	1 expenditure on staff benefits	1 expenditure on staff benefits	1 expenditure on staff benefits	1 expenditure on staff benefits	1 expenditure on staff benefits	Prepared Signed Report	126	
		Cash flow management plans	Number of Investments Reconciliation (Interest On Investment) prepared	OPEX	M	FIN 10	Twelve Investment Monthly reports prepared	Twelve Investment Monthly reports prepared on the 30th of June 2026	3 Monthly Reports	3 Monthly Reports	3 Monthly Reports	3 Monthly Reports	3 Monthly Reports	Sign/Registered Investment	127
		Statutory submissions and payments	Preparation of bank reconciliation within 10 Days	OPEX	M	FIN 11	Bank reconciliations prepared 6 Days after the end of the month	Bank reconciliations prepared 6 Days after the end of the month on the 30th of June 2026	10 Days after the end of the month	10 Days after the end of the month	10 Days after the end of the month	10 Days after the end of the month	10 Days after the end of the month	Signed Bank Recon	128
Ensure prudent financial management															

Compliance with legislative Framework - Audit Action Plan	Development of the 2023/24 FY Audit Action Plan	AFS	A	FIN 12	New	Audit Action Plan for 2024/25 FY developed by 31 Jan 2026	No activities planned	Monitoring the Implementation of the Audit Action Plan for 2024/25 FY	Monitoring the Implementation of the Audit Action Plan for 2024/25 FY	Signed progress on the Audit Action Plan	129
	Budget Reporting										
To ensure compliance with the legislative framework - Budget Implementation	Submit the Review of Budget & Tariffs Annually	OPEX	Y	FIN 13	Reviewed Budget was submitted to council on 31st Jan 2024	Submit the Review of Budget on 31st Jan 2026	No activities planned	No activities planned	No activities planned	Signed Acknowledgement and Council Resolution	130
	Submission of Income and expenditure report within 10 days after the end of the month (Section 71 Report)	OPEX	M	FIN 14	Income and Expenditure report submitted to 10 Days after the end of the month	Submission of Income and Expenditure report 10 Days after the end of the month by the 30th June 2026	10 days after the end of the month	10 days after the end of the month	10 days after the end of the month	Signed Section 71 Report	131
To ensure compliance with the legislative framework - AFS preparation	Submit midyear budget assessment report to council (Section 72 Report)	OPEX	Y	FIN 15	Submission of assessment by on the 25th of Jan 2025	Submission of assessment by on the 25th of Jan 2026	No activities planned	Submission of assessment by on the 25th of Jan 2024	No activities planned	Signed Section 72 report	132
	Submissions of Annual Financial statement to Office of the Auditor General	AFS	Y	FIN 16	Annual Financial statement Submitted on 01 of September 2024	Submissions of Annual Financial statement on the 31st Aug 2025	No activities planned	No activities planned	No activities planned	Internal Mail Register & Council Resolution	133
To ensure compliance with the legislative framework - Budget Implementation	Complete Budget time table and submit to Council	BUDGET	Y	FIN 17	Budget time table compiled and submitted to Council on the 28th of July 2024	Complete Budget time table and submit to Council on the 31st Aug 2025	No activities planned	No activities planned	No activities planned	Budget time table & Council Resolution	134
	Submission of draft budget and tariffs to council for tabling	BUDGET	Y	FIN 18	Draft budget submitted to council on the 31st March 2024	Submission of draft budget on the 31st March 2026	No activities planned	No activities planned	No activities planned	Draft Budget & Council Resolution	135
To ensure compliance with the legislative framework - Budget Implementation	Submission of budget to council for approval	BUDGET	Y	FIN 19	Final budget to council on the 31st of May 2024	Submission of budget on the 31st May 2026	No activities planned	No activities planned	Submission of budget on the 31st May 2026	Final Budget & Council Resolution	136
	Number of Grants Register (PMG/EPWP/TRANS/LESDM & EQUITABLE SHARE) prepared	OPEX	M	FIN 20	Twelve Monthly Grants Registers prepared on the 30th of June 2024	12 Monthly Registers by the 30th June 2026	3 Monthly Registers	3 Monthly Registers	3 Monthly Registers	Signed Grant Registers	137
To ensure compliance with the legislative framework - Budget Implementation	Total capex as % of total capex budget	BUDGET	M	FIN 21	New	10 Days after the end of the month by the 30th June 2026	10 Days after the end of the month	10 Days after the end of the month	10 Days after the end of the month	Signed Section 71 Report (Ratios annexure)	138
	Total opex as a % to total operating opex budget	BUDGET	M	FIN 22	New	10 Days after the end of the month by the 30th June 2026	10 Days after the end of the month	10 Days after the end of the month	10 Days after the end of the month	Signed Section 71 Report (Ratios annexure)	139
To ensure compliance with the legislative framework - Budget Implementation	Total revenue as a % of total operating revenue budget	BUDGET	M	FIN 23	New	10 Days after the end of the month by the 30th June 2026	10 Days after the end of the month	10 Days after the end of the month	10 Days after the end of the month	Signed Section 71 Report (Ratios annexure)	140
	Repairs and maintenance as a % of PPE	BUDGET	M	FIN 24	New	10 Days after the end of the month by the 30th June 2026	10 Days after the end of the month	10 Days after the end of the month	10 Days after the end of the month	Signed Section 71 Report (Ratios annexure)	141
To ensure compliance with the legislative framework - Budget Implementation	Cash/cost coverage	OPEX	M	FIN 25	New	10 Days after the end of the month by the 30th June 2026	10 Days after the end of the month	10 Days after the end of the month	10 Days after the end of the month	Signed Section 71 Report (Ratios annexure)	142
	UIFW as a % of total budget	Budget	M	FIN 26	New	10 Days after the end of the month by the 30th June 2026	10 Days after the end of the month	10 Days after the end of the month	10 Days after the end of the month	Signed Section 71 Report (Ratios annexure)	143
To ensure compliance with the legislative framework - Budget Implementation	Supply Chain Management										
	Quarterly reporting of all tenders awarded within 10 working Days After the end of each Month	OPEX	M	FIN 28	Quarterly report of all tenders awarded were prepared 9 Days after the end of each month on the 30th of June 2025	Quarterly report of all tenders awarded 10 Days after the end of each month by the 30th June 2026	10 Days after the end of the month on the first quarter	10 Days after the end of the month on the third quarter	10 Days after the end of the month on the fourth quarter	Signed Suppliers Report	144

Enhancing municipal procurement and infrastructure management	Effective procurement planning & processes	Number of SCM Implementation Report (Sec6(3)) on SCM Policies to the Council	OPEX	Q	FIN 29	04 Quarterly report done on Implementation of SCM Policy Reports on the 30th of June 2025	Four quarterly reports on Implementation of SCM Policy by the 30th June 2026	First quarter report	Third quarter report	Fourth quarter report	Fourth quarter report	Signed Quarterly report	145
		Number of Deviation Registers Prepared	OPEX	Q	FIN 30	Four Deviation Registers Prepared on the 30th of June 2025	Prepare four quarterly registers of Deviations by the 30th June 2026	1st quarter Register of Deviations	3rd quarter Register of Deviations	4th quarter Register of Deviations	4th quarter Register of Deviations	Signed Quarterly report	146
		Number of Fruitless & Wasteful Expenditure Registers Prepared by the 30 June 2026	OPEX	Q	FIN 31	04 Registers of fruitless & wasteful Expenditure on the 30th June 2025	Prepare four registers of fruitless & wasteful Expenditure by the 30th June 2026	1st quarter Register of fruitless & wasteful Expenditure	3rd quarter Register of fruitless & wasteful Expenditure	4th quarter Register of fruitless & wasteful Expenditure	4th quarter Register of fruitless & wasteful Expenditure	Signed Quarterly report	147
		Number of Unauthorised Expenditure Register Prepared by the 30 June 2026	OPEX	Q	FIN 32	04 Registers of Unauthorised Expenditure were prepared on the 30th of June 2025	Preparations of four quarterly register of Unauthorised Expenditure by the 30th June 2026	1st quarter Register of Unauthorised Expenditure	3rd quarter Register of Unauthorised Expenditure	4th quarter Register of Unauthorised Expenditure	4th quarter Register of Unauthorised Expenditure	Signed Quarterly report	148
		Number of Reports on the Implementation of the Procurement Plan submitted to Treasury by the 30 June 2026	OPEX	Q	FIN 33	New	4 Reports on the Implementation of the Procurement Plan Submitted to Treasury by the 30th June 2026	1 Report on the Implementation of the Procurement Plan submitted to Treasury	1 Report on the Implementation of the Procurement Plan submitted to Treasury	1 Report on the Implementation of the Procurement Plan submitted to Treasury	1 Report on the Implementation of the Procurement Plan submitted to Treasury	Signed Quarterly report	149
		Percentage of procurement requests approved within the set turnaround time	OPEX	Q	FIN 34	New	80% of procurement requests of goods or services approved within 5 working days from date of issuing the RFQ by 30 June 2026	80% of procurement request finalized within 5 days from date of issuing the RFQ	80% of procurement request finalized within 5 days from date of issuing the RFQ	80% of procurement request finalized within 5 days from date of issuing the RFQ	80% of procurement request finalized within 5 days from date of issuing the RFQ	Signed Quarterly report	150
		Percentage of procurement requests approved within the set turnaround time	OPEX	Q	FIN 35	New	80% of procurement requests of goods or services approved within 15 working days from date of issuing RFQ by the 30th June 2026	80% of procurement request finalized within 15 days from date of issuing RFQ	80% of procurement request finalized within 15 days from date of issuing RFQ	80% of procurement request finalized within 15 days from date of issuing RFQ	80% of procurement request finalized within 15 days from date of issuing RFQ	Signed Quarterly report	151
		Percentage of procurement requests approved within the set turnaround time	OPEX	Q	FIN 36	New	100% of procurement requests of goods or services approved within 50 working days from date of issuing invitation to bid by the 30th June 2026	100% of procurement request finalized within 50 days from date of issuing invitation to bid	100% of procurement request finalized within 50 days from date of issuing invitation to bid	100% of procurement request finalized within 50 days from date of issuing invitation to bid	100% of procurement request finalized within 50 days from date of issuing invitation to bid	Signed Quarterly report	152
		Percentage of procurement requests approved within the set turnaround time	OPEX	Q	FIN 37	New	100% of procurement requests of goods or services approved within 90 working days from date of issuing invitation to bid by the 30th June 2026	100% of procurement request finalized within 90 days from date of issuing invitation to bid	100% of procurement request finalized within 90 days from date of issuing invitation to bid	100% of procurement request finalized within 90 days from date of issuing invitation to bid	100% of procurement request finalized within 90 days from date of issuing invitation to bid	Signed Quarterly report	153
		% reduction of Irregular expenditure in line with approved strategy/ target	OPEX	Q	FIN 38	New	100% Irregular expenditure reduced in line with approved UIPWE reduction strategy target by the 30th June 2026	No irregular expenditure to be incurred	No irregular expenditure to be incurred	No irregular expenditure to be incurred	No irregular expenditure to be incurred	Signed Quarterly report	154
		Effective procurement planning & processes	OPEX	Y	FIN 39	Review of Supply Chain Management Policy in terms of Chapter 11 of the MFMA done and submitted to council on the 31st of May 2024	Review the Supply Chain Management Policy by the 31st May 2026	No activities planned	No activities planned	No activities planned	31-May-25	Reviewed SCM Policy Draft Annual Procurement Plan and Council resolution	155
		Preparation of monthly Asset reconciliation between the GL and the Asset Register within 10 working days	CAPEX	M	FIN 40	Monthly reconciliation of asset register was prepared 7 days after the end of the month	Prepare monthly reconciliation of asset Register 10 Days after the end of the month on the 30th June 2026	10 Days after the end of the month on the first quarter	10 Days after the end of the month on the third quarter	10 Days after the end of the month on the fourth quarter	Approval Date of the Recon	156	
		Ensure that all Municipal Accounts are	Asset Management										

KPA6: PUBLIC PARTICIPATION AND GOOD GOVERNANCE	National Policy Implementation Plan for the year 2023	Internal Audit	Annual Assets verification	CAPEX	Y	FIN 41	Assets verified on the 31st July 2023	Assets verified on the 31st July 2023	Assets verification on the 31st July 2023	31-Jul-25	No activities planned	No activities planned	No activities planned	No activities planned	Signed Stocktake report	157																																																																																						
							Assets were insured on the 1st December 2023	Assets were insured on the 1st December 2023	Assets insured on the 01st December 2025								No activities planned	No activities planned	Signed Policy Cover Acceptance & Proof of Payment	158																																																																																		
INTERNAL AUDIT																																																																																																						
Corporate Governance, Good Governance and Community Participation	Ensure that Internal Audit Charter and Coverage Plan are in place	Review and Submission of Internal Audit Charter to Audit Committee	OPEX	Y	IA 01	Internal Audit Charter was reviewed and submitted to Council on the 31st of Oct 2023	Review and Submission of Internal Audit Charter to Audit Committee by 30 Sep 2025	No Activity	No Activity	No Activity	No Activity	No Activity	No Activity	Reviewed Internal Audit Charter, Audit Committee minutes	159																																																																																							
																Submission of Internal Audit Charter to Council	OPEX	Y	IA 02	Internal Audit Charter was reviewed and submitted to Council on the 31st of Oct 2023	Submission of Internal Audit Charter to Council by 31 Oct 2025	No Activity	No Activity	No Activity	No Activity	Signed Submission Register and Adopted Internal Audit Charter and Council resolution	160																																																																											
																												Submission of Internal Audit Coverage Plan to Audit Committee	OPEX	Y	IA 03	Internal Audit Coverage Plan submitted to Audit Committee on the 11th of Aug 2023	Submission of Internal Audit Coverage Plan to Audit Committee by 30 Sep 2025	No Activity	No Activity	No Activity	Approved Internal Audit plans, Audit Committee minutes	161																																																																
																																							Submission of Internal Audit Coverage Plan to Council	OPEX	Y	IA 04	Internal Audit Coverage Plan submitted to Council on the 27th of October 2023	Submission of Internal Audit Coverage Plan to Council by 31st Oct 2025	No Activity	No Activity	No Activity	Signed Submission Register and Adopted Internal Audit plans and Council resolution	162																																																					
																																																		Number of overall quarterly Internal Audit reports submitted to the Municipal Manager	OPEX	Q	IA 05	four Overall Quarterly Internal Audit Reports submitted to the Municipal Manager by the 30th after the end of the Quarter on the 30th June 2024	4 Overall Quarterly Internal Audit Reports submitted to the Municipal Council by the 30th June 2026	Overall Quarterly Internal Audit Report	Overall Quarterly Internal Audit Report	Signed submission register, Submitted Internal Audits Overall Reports	163																																											
																																																												Review of Audit & Performance Charter b	OPEX	Y	IA 06	Audit & Performance Charter reviewed by Audit Committee on the 30th of 11th of Aug 2023	Review of Audit & Performance Charter by 30th Sep 2025	No Activity	No Activity	No Activity	Reviewed Audit & Performance Committee Charter, Audit Committee minutes	164																																
																																																																							Submission of Audit & Performance Charter to Council	OPEX	Y	IA 07	Audit & Performance Charter was submitted to Council on the 29th July 2023	Submission of Audit & Performance Charter to Council by 31st Oct 2025	No Activity	No Activity	No Activity	Signed Submission Register	165																					
																																																																																		Functioning Audit and Performance Committee	OPEX	Q	IA 08	8 Ordinary audit and performance committee meetings held on the 30th June 2023	Four of ordinary audit and performance committee meetings by the 30th June 2026	01 Meeting	01 Meeting	Notice Minutes of Meeting s and attendance register	166											
																																																																																												Risk Management										167
																																																																																												To ensure that there are guidelines for implementation of Risk Management	Review and Submission of Fraud Prevention Plan/strategy, Risk Policy and Strategy	OPEX	Y	RM 01	Fraud Prevention Plan/strategy, Risk Policy and Strategy were reviewed and submitted by risk management committee on the 19th of Apr 2024	Review 2025/27 Fraud Prevention Plan/strategy, Risk Management Policy and Strategy on the 31st May 2026	No Activity	No Activity	No Activity	
Approval 2025/27 Strategic documents by the Municipal Council	OPEX	Y	RM 02	Fraud Risk Management Plan, Risk Policy and Strategy were submitted to council for approval on the 27th of July 2023	Approval 2025/27 Strategic documents by the Municipal Council by the 31st Jul 2026	No Activity	No Activity	No Activity	Reviewed and Submitted Fraud Prevention Plan/strategy, Risk Management Policy and Strategy by the 31st Jul 2026	Approved Strategic document & Council resolution	169																																																																																											
												To improve broader understanding of risk Management across the department	Number of risk Management training conducted	OPEX	Y	RM 03	New	One Risk Management Training conducted by the 30th Sep 2025	One Risk Management Training	No Activity	No Activity	Invitation Signed Report, attendance register and Photos	169																																																																															

Manage Organisational Risks to an acceptable level	To promote fraud free environment	Number of Fraud Awareness Campaign conducted	OPEX	Y	RN 04	New	One Fraud Awareness Campaign conducted by the 31st Dec 2026	No Activity	Fraud Awareness Campaign	No Activity	No Activity	Invitation, Signed Report, attendance register, and Photos	170
	To Ensure that Risk Management Committee reports are submitted to the Municipal Manager quarterly	Number of quarterly risk maturity Reports Issued by Risk Management Committee to the Accounting Officer	OPEX	Q	RN 05	02 Quarterly risk maturity reports were issued by risk management committees and submitted to the accounting officer during the period under review: ■ Q2 ■ Q4	Four Risk maturity Reports to be issued on the 30th June 2024	01 Risk maturity Report	01 Risk maturity Report	01 Risk maturity Report	Signed Risk Maturity Reports		
	Improved internal controls and management of risks	Number quarterly risk assessment conducted	OPEX	Y	RN 06	03 Risk assessment conducted during the period under review: ■ Q2 ■ Q3 ■ Q4	Four Risk assessment to be conducted by the 30th June 2026	01 Risk assessment Reports	01 Risk assessment Reports	01 Risk assessment Reports	Signed off risk registers and reports submitted to Risk Management Committee		171
	Continuous reporting on Risk Management Level of the institution	Number of ordinary risk Management committee meetings by the 30th June 2026	OPEX	Q	RN 07	Two Risk management Committee Meetings held on the 30th June 2023	04 Ordinary Risk Management Committee Meetings to be held by the 30th June 2026	01 Meeting	01 Meeting	01 Meeting	Notice, Minutes of Meeting s and attendance register		172
													173
STRENGTHEN INTERGOVERNMENTAL RELATIONS AND STAKEHOLDER MANAGEMENT	IDP & PMS												
	Compliance with Section 129 of the Municipal Finance Management Act (MFMA)	Submission & Tabling of 2024/25 Draft Annual Report	OPEX	Y	IP 01	2024/25 Draft Annual Report was submitted to Auditor General on the 30 of Aug 2024	Table 2024/25 Annual Report to Council by the 31st Jan 2026	Submit 2024/25 Draft Annual to Auditor General by the 31 of Aug 2024	Update audited Information for submission	Table 2024/25 Annual Report to Council by the 31st Jan 2026	Final & Approved Annual Report submitted by 30 April 2026 (2024/25 Council Resolutions FY Annual Report)	Annual Report & Oversight Report with Council Resolutions	
		Signing of Performance Agreements of the Municipal Manager and Section 56 Managers within the required time frame	OPEX	Y	IP 02	New	Performance Agreements of the Municipal Manager and the Section 56 Managers signed by 31 July 2024 and within 60 days for new managers	Coordinating the signing of the Performance Agreements	No activities planned	Notify the Municipal Manager and the Section 56 Managers of changes in the SDBIP affecting their work plans	No activities planned	Performance Agreements & Council Resolutions & Amendments on SDBIP	174
	To ensure compliance with legislative framework on performance management	Signing of Final 2026/2027 SDBIP 28 Days After the Adoption of 2026/27 Budget	OPEX	Y	IP 03	Final 2024/2025 SDBIP to be signed 28 Days After the Adoption of Final 2023/24 Budget	Signing of Final 2026/2027 SDBIP 28 Days After the Adoption of Final 2026/27 Budget	No activities planned	No activities planned	Coordinating the drafting of the SDBIP for the FY2026/27 of the municipality	Signed SDBIP & Council Resolutions		175
		Numbers of quarterly Performance Reports submitted to council	OPEX	Q	IP 04	New	4 quarterly Performance reports to Council by the 30th June 2026	First quarter report	Second quarter report	Third quarter report	Fourth quarter report	Quarterly Reports & Co	176
Public Participation and Good Governance		Approval of the reviewed IDP for 2025/26 FY	OPEX	Y	IP 05	2024/25 final IDP was tabled before council on the 22nd of May 2024	Approval of the Reviewed IDP for 2026/27 FY by 31 May 2026	Develop Framework and Process Plan.	Consolidated Report on Community Needs	Approval of the Draft IDP for 2026/27 FY & Publication	Approval of the Final IDP for 2026/27 FY & Publication	1. District Framework & Process Plan. 2. Community needs List; 3. Draft IDP & Council Resolutions & 4. Proof of submission to Gov.	177
	To ensure planning processes which will result in provision of impactful service delivery	Number of meetings held by the IDP Representative Forum	OPEX	Q	IP 06	New	2 Meetings held by the IDP Representative Forum by 30 June 2026	No activities planned	1. IDP Representative Forum held	No activities planned	1 IDP Representative Forum held	Notice, Rep forum report and attendance register	178
													179

Strengthen Inter-venmental Relations & Stakeholder Management	Promoting Public Participation and Civil Education	Number of Civil Education Programmes	R 400 000	Q	PP09	01 Civil education workshop was convened during the period under review, dates:- ■ 23 Oct 2023	Six Civil Education Programs by the 30th June 2026	2 Civil Education Program	1 Civil Education Program	1 Civil Education Program	2 Civil Education Program	Invitation; Attendance Register; Pictures & Report of the Event	189	
		MUNICIPAL MANAGER												
	To strengthen the District IGR and stakeholder relations	Number of Municipal Managers(Technical IGR) Fora	OPEX	Q	MM 01	New	4 Technical IGR Fora to be held by the 30th June 2026	1 Forum	1 Forum	1 Forum	1 Forum	Invitation; Attendance Register; & Minutes	190	
		Number of DDM Technical meetings held	OPEX	Q	MM 02	New	4 DDM Technical meetings held by the 30th June 2026	1 DDM Technical meeting	1 DDM Technical meeting	1 DDM Technical meeting	1 DDM Technical meeting	Invitation; Attendance Register;& Minutes	191	
		Number of TMDM Management meetings held	OPEX	Q	MM 03	New	12 Monthly Management to be held by 30th Jun 2026	3 Meeting	3 Meeting	3 Meeting	3 Meeting	Invitation; Attendance Register; & Minutes	192	
	To implement and maintain the OPMS	Number of quarterly Performance Assessments & Review of the Municipal Manager and the Section 56 Managers conducted	OPEX	Q		New	4 Quarterly Performance Assessments & Reviews of the Municipal Manager and the Section 56 Managers conducted by 30th June 2026	Q1 Performance Assessments	Q1 Performance Assessments	Q1 Performance Assessments	Q1 Performance Assessments	Performance Score Cards & Review Forms	193	
		To conducting Municipal Strategic Planning session				MM 04	Municipal Strategic Planning session to be conducted by 30th Apr 2026	No activities planned	No activities planned			Conducting strategic planning session	Notice Attendance Register &Report with planned priorities	194
	Promoting Good Governance/Transparency & Accountability	Municipal Strategic Planning		R 177 000	Y		New					Logistical Preparations	Procurement of Prizes & Nominations of employees	195
		Recognising the hard work of employees & motivating their good work	Hosting Municipal Awards Ceremony by the 30 June 2026	OPEX	Y	MM 05	New	Municipal Awards Ceremony to be hosted by the 30th June 2026	Establishment of committee & draft concept document	Approval of Concept/Submission of award categories to Management)	Procurement of Prizes & Nominations of employees and hosting awards	Notice Attendance Register; Awards Report & Pictures	196	