PERFORMANCE AGREEMENT

IN TERMS OF THE:-

LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT, 2000 (32 OF 2000), AS AMENDED

AND

LOCAL GOVERNMENT: MUNICIPAL PERFORMANCE REGULATION FOR MUNICIPAL MANAGERS AND MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS, 2006

AND

LOCAL GOVERNMENT: REGULATIONS ON APPOINTMENT AND CONDITIONS OF EMPLOYMENT OF SENIOR MANAGERS, 2014

Entered into by and between

The **CITY OF MATLOSANA** herein represented by

S.G. MABUDA

in his capacity as

Acting Municipal Manager
(hereinafter referred to as the **Employer**)

And

C.H.R. BOSHOFF

As the

Acting Director: Finance
(hereinafter referred to as the **Employee**)

For the Period

1 January 2017 to 31 March 2017

PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

The **CITY OF MATLOSANA** herein represented by **SIPHO GIFT MABUDA (ID NR. 6707285530089)** in his capacity as the **ACTING MUNICIPAL MANAGER** (hereinafter referred to as the **Employer**) and **CHRISTIAN HENDRIK ROBERT BOSHOFF (ID NR. 6804125145085)** in his/her capacity as the **ACTING DIRECTOR FINANCE** of the Municipality (hereinafter referred to as the **Employee**).

WHEREBY IT IS AGREED AS FOLLOWS:

1. INTRODUCTION

1.1 The **Employer** has entered into a contract of employment with the **Employee** in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000, as amended ("the Systems Act"). The **Employer** and the **Employee** are hereinafter referred to as "the Parties".

1.2 Section 57(1)(b) of the Systems Act, as amended read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual performance agreement.

1.3 The parties wish to ensure that they are clear about the goals to be achieved, and secure the commitment of the **Employee** to a set of outcomes that will secure local government policy goals.

1.4 The parties wish to ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act and Section 57(4C) of the Systems Amendment Act.

2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

2.1 comply with the provisions of Section 57(1)(b),(4A),(4B) and (5) of the Systems Act , Section 57(4C) of the Systems Amendment Act, as well as the employment contract entered into between the parties;

2.2 specify objectives and targets defined and agreed with the employee and to communicate to the employee the employer's expectations of the employee's performance and accountabilities in alignment with the Integrated Development Plan (IDP), Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the municipality;

2.3 specify accountabilities as set out in a performance plan, which forms an Annexure to the Performance Agreement;

2.4 monitor and measure performance against set targeted outputs and outcomes;

2.5 use the Performance Agreement as the basis for assessing whether the employee has met the performance expectations applicable to his or her job;

2.6 in the event of outstanding performance, to appropriately reward the employee; with Section 11 of this agreement and

2.7 give effect to the employer's commitment to a performance-orientated relationship with its employee in attaining equitable and improved service delivery.

3 COMMENCEMENT AND DURATION

3.1 This Agreement will commence on the **1 JANUARY 2017** and will remain in force until **31 MARCH 2017** thereafter a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof.

3.2 The parties will included a new performance agreement that replaces this agreement at least once a year not later than 31st of July of the succeeding financial year.

3.3 This Agreement will terminate on the termination of the **Employee**'s contract of employment.

3.4 The content of this Agreement may be revised at any time during the above-mentioned period to determine the applicability of the matters agreed upon.

3.5 If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

4 PERFORMANCE OBJECTIVES

4.1 The Performance Plan (Annexure A) sets out-

4.1.1 The performance objectives and targets that must be met by the **Employee**; and

4.1.2 The time frames within which those performance objectives and targets must be met.

4.1.3 The Competencies (Annexure B) – definitions in terms of regulation 21 of 17 January 2014 required to operate effectively as senior manager in the Local Government environment.

4.2 The performance objectives and targets reflected in the Performance Plan (Annexure A) are set by the **Employer** in consultation with the **Employee** and based on the Integrated Development Plan (IDP), Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the **Employer**, and shall include:

4.2.1 Key objectives that describe the main tasks that needs to be done.

4.2.2 Key performance indicators that provide the details of the evidence that must be provided to show that a key objective has been achieved.

4.2.3 Target dates that describe the timeframe in which the work must be achieved.

4.2.4 Weightings that show the relative importance of the key objectives to each other.

4.3 The Personnel Development Plan (Annexure C) sets out the employee's personnel development requirements in line with the objectives and targets of the employer.

4.4 The **Employee**'s performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the **Employer**'s Integrated Development Plan.

5 PERFORMANCE MANAGEMENT SYSTEM

5.1 The **Employee** agrees to participate in the performance management system that the **Employer** adopts or introduces for the **Employer**, management and municipal staff of the **Employer**.

5.2 The **Employee** accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the **Employer**, management and municipal staff to perform to the standards required.

5.3 The **Employer** will consult the **Employee** about the specific performance standards and targets that will be included in the performance management system as applicable to the **Employee**.

5.4 The **Employee** undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.

5.5 The criteria upon which the performance of the **Employee** shall be assessed shall consist of two components, both of which shall be contained in the Performance Agreement.

5.5.1 The **Employee** must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Competencies respectively.

5.5.2 Each area of assessment will be weighted and will contribute a specific part to the total score.

5.5.3 KPAs covering the main areas of work will account for 80% and Competencies will account for 20% of the final assessment.

5.6 The **Employee**'s assessment will be based on his / her performance in terms of the outputs / outcomes (performance indicators) identified as per attached Performance Plan (Annexure A), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the **Employer** and **Employee**:

Key Performance Areas (KPA's)	**Weighting**
Service Delivery & Infrastructure Development	17%
Municipal Institutional Development and Transformation	6%
Local Economic Development (LED)	-
Municipal Financial Viability and Management	37%
Good Governance and Public Participation	40%
Total	**100%**

5.7 In the case of Senior Managers directly accountable to the Municipal Manager, key performance areas related to the functional area of the relevant manager must be subject to negotiation between the municipal manager and the relevant manager.

5.8 The Competencies will make up the other 20% of the **Employee**'s assessment score. The Competencies are split into two groups, Leading Competencies that drive strategic intent and direction and Core Competencies which drive the execution of the leading competencies.

LEADING COMPETENCIES		**WEIGHTING**
Strategic Direction and Leadership	• Impact and Influence • Institutional Performance Management • Strategic Planning and Management • Organisational Awareness	8,333%
People Management	• Human Capital Planning and Development • Diversity Management • Employee Relations Management • Negotiation and Dispute Management	8,333%

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Program and Project Management	• Program and Project Planning and Implementation • Service Delivery Management • Program and Project Monitoring and Evaluation	8,333%
Financial Management	• Budget Planning and Execution • Financial Strategy and Delivery • Financial Reporting and Monitoring	8,333%
Change Leadership	• Change Vision and Strategy • Process Design and Improvement • Change Impact Monitoring and Evaluation	8,333%
Governance Leadership	• Policy Formulation • Risk and Compliance Management • Cooperative Governance	8,333%
CORE COMPETENCIES		
Moral Competence		8,333%
Planning and Organising		8,333%
Analysis and Innovation		8,333%
Knowledge and Information Management		8,333%
Communication		8,333%
Results and Quality Focus		8,333%
TOTAL PERCENTAGE		**100%**

6. EVALUATING PERFORMANCE

6.1 The Performance Plan (Annexure A) to this Agreement sets out -

6.1.1 The standards and procedures for evaluating the **Employee**'s performance; and

6.1.2 The intervals for the evaluation of the **Employee**'s performance.

6.2 Despite the establishment of agreed intervals for evaluation, the **Employer** may in addition review the **Employee**'s performance at any stage while the contract of employment remains in force.

6.3 Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan (Annexure C) as well as the actions agreed to and implementation must take place within set time frames.

6.4 The **Employee**'s performance will be measured in terms of contributions to the goals and strategies set out in the **Employer**'s SDBIP as described in 6.6 below.

6.5 The **Employee** will submit quarterly performance reports (SDBIP) and a comprehensive annual performance report prior to the performance assessment meetings to the evaluation panel chairperson for distribution to the panel members for preparation purposes.

6.6 The annual performance appraisal will involve:

6.6.1 **Assessment of the achievement of results as outlined in the Performance Plan:**

(a) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA.

(b) A rating on the five-point scale described in 6.7 below shall be provided for each KPI or group of KPI's which will then be multiplied by the weighting to calculate the score.

(c) The **Employee** will submit his/her self – evaluation to the **Employer** prior to the final assessment.

(d) In the instance where the employee could not perform due to reasons outside the control of the employer and employee, the KPI will not be considered during the evaluation. The **Employee** should provide sufficient evidence in such instances.

(e) An overall score will be calculated based on the total of the individual scores calculated above.

(f) The applicable assessment rating calculator must be used to add the scores and calculate a final KPA score.

6.6.2 **Assessment of the Competencies**

(a) Each competency will be assessed in terms of the description provided in (Annexure B).

(b) An indicative rating on the five-point scale should be provided for each competency.

(c) This rating should be multiplied by the weighting given to each competency during the contracting process, to provide a score.

(d) The applicable assessment rating calculator must be used to add the scores and calculate a final competency score.

6.6.3 **Overall rating**

An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal.

6.7 The assessment of the performance of the **Employee** will be based on the following rating scale for KPA's and Competencies:

Rating scale for KPA's

Level	Terminology	Description
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance Plan and maintained this in all areas of responsibility throughout the year.
4	Performance significantly above expectations	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.
3	Fully effective	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.
2	Not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.

Level	Terminology	Description
1	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the PA and Performance Plan. The employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement.

Rating scale for Competencies

Level	Terminology	Description
1	Basic	Applies basic concepts, methods, and understanding of local government operations, but requires supervision and development intervention.
2	Competent	Develops and applies more progressive concepts, methods and understanding. Plans and guides the work of others and executes progressive analysis.
3	Advanced	Develops and applies complex concepts, methods and understanding. Effectively directs and leads a group and executes in-depth analysis.
4	Superior	Has a comprehensive understanding of local government operations, critical in strategic shaping direction and change, develops and applies comprehensive concepts and methods.

6.8 For purposes of evaluating the annual performance of the Municipal Manager, an evaluation panel constituted of the following persons must be established:-

- 6.8.1 Executive Mayor;
- 6.8.2 Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
- 6.8.3 Member of the Mayoral Committee;
- 6.8.4 Mayor and/or Municipal Manager from another municipality; and
- 6.8.5 Member of a ward committee as nominated by the Executive Mayor.

6.9 For purposes of evaluating the annual Performance of Senior Managers directly accountable to the Municipal Manager, an evaluation panel constituted of the following persons must be established:-

- 6.9.1 Municipal Manager;
- 6.9.2 Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
- 6.9.3 Municipal Manager from another municipality.

6.10 The Performance Management Unit of the municipality must provide secretariat services to the evaluation panels referred to in paragraphs 6.8 and 6.9.

7. SCHEDULE FOR PERFORMANCE REVIEWS

7.1 The performance of each **Employee** in relation to his / her performance agreement shall be reviewed on the following dates with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

First quarter	:	July – September 2016
Second quarter	:	October – December 2016
Third quarter	:	January – March 2017
Fourth quarter	:	April – June 2017

7.2 The **Employer** shall keep a record of the mid-year review and annual assessment meetings.

7.3 Performance feedback shall be based on the **Employer**'s assessment of the **Employee**'s performance.

7.4 The **Employer** will be entitled to review and make reasonable changes to the provisions of (Annexure A) from time to time for operational reasons. The **Employee** will be fully consulted before any such change is made.

7.5 The **Employer** may amend the provisions of (Annexure A) whenever the performance management system is adopted, implemented and / or amended as the case may be. In that case the **Employee** will be fully consulted before any such change is made.

8. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as (Annexure C). Such plan may be implemented and/or amended as the case may be after each assessment.

9. OBLIGATIONS OF THE EMPLOYER

9.1 The **Employer** shall –

9.1.1 Create an enabling environment to facilitate effective performance by the employee;

9.1.2 Provide access to skills development and capacity building opportunities;

9.1.3 Work collaboratively with the **Employee** to solve problems and generate solutions to common problems that may impact on the performance of the **Employee**;

9.1.4 On the request of the **Employee** delegate such powers reasonably required by the **Employee** to enable him / her to meet the performance objectives and targets established in terms of this Agreement; and

9.1.5 Make available to the **Employee** such resources as the **Employee** may reasonably require from time to time to assist him / her to meet the performance objectives and targets established in terms of this Agreement.

10. CONSULTATION

10.1 The **Employer** agrees to consult the **Employee** timeously where the exercising of the powers will have amongst others –

10.1.1 A direct effect on the performance of any of the **Employee**'s functions;

10.1.2 Commit the **Employee** to implement or to give effect to a decision made by the **Employer**; and

10.1.3 A substantial financial effect on the **Employer**.

10.2 The **Employer** agrees to inform the **Employee** of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 10.1 as soon as is practicable to enable the **Employee** to take any necessary action without delay.

11. MANAGEMENT OF EVALUATION OUTCOMES

11.1 The evaluation of the **Employee**'s performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.

11.2 A performance bonus of between 5% to 14% of the all-inclusive annual remuneration package may be paid to the **Employee** in recognition of outstanding performance to be constituted as follows:

Performance Score		Performance Bonus Percentage
From	To	
130%	133%	5%
134%	137%	6%
138%	141%	7%
142%	145%	8%
146%	149%	9%
150%	153%	10%
154%	157%	11%
158%	161%	12%
162%	165%	13%
166%	169%	14%

11.3 In the case of unacceptable performance, the **Employer** shall –

11.3.1 Provide systematic remedial or developmental support to assist the **Employee** to improve his or her performance; and

11.3.2 After appropriate performance counselling and having provided the necessary guidance and/ or support as well as reasonable time for improvement in performance, the **Employer** may consider steps to terminate the contract of employment of the **Employee** on grounds of unfitness or incapacity to carry out his or her duties.

12. DISPUTE RESOLUTION

12.1 Any disputes about the nature of the **Employee**'s performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/ or any other matter provided for, shall be mediated by –

12.1.1 The MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the **Employee**; or

12.1.2 Any other person appointed by the MEC.

12.1.3 In the case of Senior Managers directly accountable to the Municipal Manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in sub-regulation 27(4)(e) of the Municipal Performance Regulations, 2006, within thirty (30) days of receipt of a formal dispute from the employee;

whose decision shall be final and binding on both parties.

12.2 In the event that the mediation process contemplated above fails, clause relevant of the Contract of Employment shall apply.

13. GENERAL

13.1 The contents of this agreement and the outcome of any review conducted in terms of (Annexure A) may be made available to the public by the **Employer**.

13.2 Nothing in this agreement diminishes the obligations, duties or accountabilities of the **Employee** in terms of his/ her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.

13.3 The performance assessment results of the **Employee** must be submitted to the municipal council by the **Employer** within fourteen (14) days after the conclusion of the assessment for information purposes.

14. PERFORMANCE APPRAISALS

14.1 The **Employee** will be responsible for developing annual performance work plans and conducting performance appraisals with all staff in the Directorate as stipulated in Section 27 of the 2016 Performance Management System Framework document.

Thus **done** and **signed** at **<u>KLERKSDORP</u>** on this the **<u>03</u>** day of **<u>APRIL 2017.</u>**

AS WITNESSES:

1. ____________________

2. ____________________

____
EMPLOYEE

Thus **done** and **signed** at **<u>KLERKSDORP</u>** on this the **<u>03</u>** day of **<u>APRIL 2017.</u>**

AS WITNESSES:

1. ____________________

2. ____________________

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EMPLOYER

DIRECTORATE
FINANCE

ACTING DIRECTOR FINANCE
CHR BOSHOFF

TOTAL WEIGHTING PER KEY PERFORMANCE AREA (KPA) = 100%

Service Delivery & Infrastructure Development (9)	17%
Municipal Institutional Development and Transfor (3)	6%
Municipal Financial Viability & Management (19)	37%
Good Governance and Public Participation (21)	40%

OPERATIONAL

IDP Linkage / Project ID.	Budget Linkage	Item Nr.	Responsible Person	Key Performance Area (KPA)	Back to Basics	Weighting	Objectives	Key Performance Indicators (KPI) and Type	Annual Performance Target	Budget	Revised Target / Adjustment Budget	Base Line: Current Status	Base Line: Demand	Base Line: Backlog	Quarter	Quarterly Projected Target	Rating Key	Quarterly Actual Achievement	Actual Expenditure	Reason for Deviation	Planned Remedial Action	Comments	Portfolio of Evidence
Outcome 9 - Output 5	N/A	FIN1	CHR Boshoff	Municipal Institutional Development and Transformation	Financial Management	1.93%	To ensure an effective external audit process (Exception report)	% Of external audit queries answered within required time frame	Answering 100% of all audit queries (exception report) received from the Auditor-General within the required time frame by December 2016	R 0		85% (164 received / 139 answered)	All audit queries answered	None	1	Nr. received / Nr answered 90%		41 Received / 6 Answered 15%		14 still in progress	None, in progress and will be addressed	Exception Register 2015/16. 41 received, 6 cleared, 14 in progress, 21 remaining	AG Exception Register 2015/16
															2	Nr. received / Nr answered 100%		207 Received / 189 Answered 91.3%		Large number of exceptions raised in final part of audit; material findings was prioritized	The audit process will be discussed with the new audit team on engagement	Adjusted exception register attached.	
															3	–		-					
															4	–							
Outcome 9 - Output 5	N/A	FIN2	CHR Boshoff	Municipal Institutional Development and Transformation	Financial Management	1.93%	To resolve prior year's audit qualification from the audit report (Audit Action Plan)	Nr. of 2015/16 audit qualifications resolved from the Auditor-General	Resolving qualification numbers 7, 8 and 9 on the 2015/16 Auditor-General's report by June 2017	R 0		3 Qualifications resolved 85%	Numbers 7, 8 and 9 resolved	20 Still outstanding	1	–		–				1 qualification matter remaining - 85%	AG qualification report
															2	–		–					
															3	Audit action plan compiled		Audit action plan compiled				Overseen by Audit steering committee	
															4	4 Qualifications 100% resolved							
Compliance	N/A	FIN3	CHR Boshoff	Good Governance and Public Participation	Good Governance	1.93%	To ensure effective management and performance of the municipality	% Of assignments received from Municipal Manger / Administrator implemented within required timeframes	Implementing 90% of all municipal manager / MayCo ~~/ administrators /~~ council resolutions by June 2017	R 0	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017	100% (50 Received / 50 Resolved)	100%	10%	1	Nr. received / Nr implemented 90%		4 Received / 3 Implemented 75%		Awaiting invoice from Waks Silent to complete 4th assignment	Obtain invoice from Waks Silent		Nr of council resolutions. Execution letters / notes
															2	Nr. received / Nr implemented 90%		7 Received / 7 Implemented 100%				Average of 87.5%	
															3	Nr. received / Nr implemented 90%		2 Received / 2 Implemented 100%					
															4	Nr. received / Nr implemented 90%							
Operational	N/A	FIN4	CHR Boshoff	Good Governance and Public Participation	Good Governance	1.93%	To reduce risk areas and protect the municipality against legal actions	% of all identified high risks managed by implementing corrective measures	Managing 90% of all identified high risks by implementing corrective measures by June 2017	R 0		45.45% (11 received / 5 mitigated)	100%	10%	1	Nr. received / Nr resolved 90%							Identify risks (register portion). Solutions
															2	Nr. received / Nr resolved 90%		11 received / 3 Resolved 27%		Awaiting for NT to grant approval for implementation	Awaiting for NT to grant approval for implementation	Average of 13.5%	
															3	Nr. received / Nr resolved 90%		11 received / 3 Resolved		Awaiting for NT to grant approval for	Awaiting for NT to grant approval for	Average of 13.5%	
															4	Nr. received / Nr resolved 90%							
Operational	N/A	FIN5	CHR Boshoff	Good Governance and Public Participation	Good Governance	1.93%	To ensure the that the quality of the information is on an acceptable standard	Directorate's 2015/16 Annual Report input provided before tabling of the draft annual report	Providing the directorate's 2015/16 Annual Report input before the draft annual report is tabled by August 2016	R 0		Credible 2014/15 Annual Report input provided	Credible 2015/16 Annual Report input provided	None	1	Credible 2015/16 Annual Report input provided		97.00%		Actuals to submitted, may change with audit		No information on attachments received - PMS	Completed AR template
															2	–		Credible 2015/16 Annual Report input provided					
															3	–		–					
															4	–							
Outcome 9 - Output 1	N/A	FIN6	CHR Boshoff	Good Governance and Public Participation	Good Governance	1.93%	To ensure that the programmes and projects of the directorate are incorporated	Directorate's IDP inputs provided before the 2017/18 IDP is tabled	Providing the directorate's IDP inputs before the 2017/18 IDP is tabled by 30 May 2017	R 0		Credible 2016/17 IDP inputs provided	Credible 2017/18 IDP inputs provided	None	1	–		–					IPD needs and priority list
															2	–		–					
															3	–		–					
															4	Credible 2017/18 IDP inputs provided							
Operational	N/A	FIN7	CHR Boshoff	Good Governance and Public Participation	Good Governance	1.93%	To ensure that the all the directorates KPI's are catered for	Directorate's SDBIP inputs before the draft 2017/18 SDBIP is	Providing the directorate's SDBIP inputs before the draft 2017/18 SDBIP is submitted by 25 May 2017	R 0		Credible 2016/17 SDBIP inputs provided	Credible 2017/18 SDBIP inputs provided	None	1	–		–					Top layer SDBIP
															2	–		–					
															3	–		–					
															4	Credible 2017/18 SDBIP inputs provided							

Outcome 9 - Output 5	N/A	BUD1	D Rossouw	Municipal Financial Viability & Management	Financial Management	1.93%	To control expenditure management to ensure financial sustainability	Capital expenditure as a % of planned capital expenditure	Capital expenditure as a ~~65%~~ 90% of planned capital expenditure by June 2017	R 144 615 900	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017. Adjustment Budget CC37/2017	86% R106 152 742	R 144 615 900	R 0	1	R14 461 590 10%		8.59%	R 12 435 473	Slow spending as a result of late opening of 2016/17 budget in July 2016, due to year end	Acceleration of expenditure, already visible during September 2016	-	Printout from Main Ledger Account
															2	R36 153 975 25%		29.59%	R 42 797 702	Slow spending as a result of late	Accelerate expenditure	Accelerated MIG spending	
															3	R57 846 360 ~~40%~~ 60%		45.78%	R81 954 665	Lower spending as a result of capital	Accelerate expenditure		
															4	R144 615 900 ~~100%~~ 90%							
Outcome 9 - Output 5	2000001100000	BUD2	D Rossouw	Municipal Financial Viability & Management	Financial Management	1.93%	To control expenditure management to ensure financial sustainability	% of operational budget spent on repairs and maintenance	3% of operational budget spent on repairs and maintenance by June 2017	~~R105 957 770~~ R 111 394 829	Adjustment Budget CC37/2017 dated 20/02/2017	R 73 884 144 93%	R 105 957 770	R 0	1	R12 119 154 0.5%		0.43%	R 12 170 720	Slow spending as a result of late opening of 2016/17 budget in July 2016, due to year end	Slow spending as a result of late opening of 2016/17 budget in July 2016, due to year end	-	Printout from Main Ledger Account
															2	R31 787 331 1%		1.05%	R 33 582 855	Slow spending due to lack of	Slow spending due to lack of		
															3	R74 170 439 2%		1.50%	R 56,986,054	Slow spending due to lack of	Slow spending due to lack of		
															4	~~R 105 957 770~~ R 111 394 829 3%							
Outcome 9 - Output 5	2000004010000	BUD3	D Rossouw	Municipal Financial Viability & Management	Financial Management	1.93%	To control expenditure management to ensure financial sustainability	MIG expenditure a % of annual allocation	MIG expenditure as ~~75%~~ 90% of annual allocation by June 2017 (excluding roll-overs)	R 83 151 440	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017. Adjustment Budget	R78 351 695 92.73%	R 83 151 440	R 0	1	R 12 472 716 5%		11%	R 9 201 055	Slow spending as a result of late opening of 2016/17 budget in July 2016	Slow spending as a result of late opening of 2016/17 budget in July 2016	-	Printout from Main Ledger Account
															2	R 24 945 432 30%		43.39%	R 36 080 951			Accerelated MIG sper	
															3	R 41 575 720 ~~50%~~ 60%		61.00%	R'51 075 369				
															4	R 83 151 440 ~~75%~~ 90%							
NKP - Indicator	N/A	BUD4	D Rossouw	Municipal Financial Viability & Management	Financial Management	1.93%	Financial Viability expressed (National Key Performance Indicators)	Ratio for Cost coverage for 2015/16	Annual Cost coverage ratio for 2015/16 by September 2016 A=(B+C)/D Where: "A" represents cost coverage "B" represents all available cash at a particular time "C" represents investments	R 0		21.80%	0.42	None	1	0.42		0.47					Cost Coverage Print
															2	-		-					
															3	-		-					
															4	-							
Compliance	N/A	BUD5	D Rossouw	Good Governance and Public Participation	Good Governance	1.93%	To approve the budget in order to comply with legislation	2017/18 Budget planning process time table tabled	Tabling the 2017/18 budget planning process time table by 31 August 2016	R 0		2016/17 Budget Process Plan submitted to Administrator ADM 29/2015 dated	2017/18 Budget Process Plan tabled	None	1	2017/18 Budget Process Plan tabled		2017/18 Budget Process Plan tabled on 30 August 2016					Time Table. Council resolution
															2	-		-					
															3	-		-					
															4								
Compliance	N/A	BUD6	D Rossouw	Good Governance and Public Participation	Good Governance	1.93%	To approve the budget in order to comply with legislation	2017/18 Draft budget approved	Approving the 2017/18 draft budget by 31 March 2017	R 0		2016/17 Draft budget was tabled and approved CC 7/2014 Tabled 29 March 2016	2017/18 Draft budget approved	None	1	-		-					Council Resolution
															2	-		-					
															3	2017/18 Draft budget approved		2017/18 Draft budget approved. CC 14/2017 dated 30/3/2017					
															4	-							
Compliance	N/A	BUD7	D Rossouw	Good Governance and Public Participation	Good Governance	1.93%	To approve the budget in order to comply with legislation	Final 2017/18 budget approved	Approving the final 2017/18 budget by 31 May 2017	R 0		2016/17 Budget approved CC12/2016 dated 31 May 2016	2017/18 Budget approved	None	1	-	N/A	-					Council Resolution
															2	-		-					
															3	-		-					
															4	2017/18 Budget approved							
Compliance	N/A	BUD8	D Rossouw	Good Governance and Public Participation	Good Governance	1.93%	To approve the budget in order to comply with legislation	2017/18 Budget related policies approved	Approving the final 2017/18 budget related policies and tariffs by 31 May 2017	R 0		2016/17 Budget policies & tariffs approved CC 12/2016 Tabled 31 May 2016	2017/18 Budget policies & tariffs approved	None	1	-	N/A	-					Council Resolution
															2	-		-					
															3	-		-					
															4	2017/18 Budget policies & tariffs approved							
Compliance	N/A	BUD9	D Rossouw	Good Governance and Public Participation	Good Governance	1.93%	To approve the Adjustment Budget to comply with legislation	2016/17 adjustment budget approved	Approving the 2016/17 adjustment budget by 28 February 2017	R 0		2016/17 Adjustment budget was tabled and approved CC 5/2016 on 29/02/2016	2016/17 Adjustment Budget approved	None	1	-		-					Council Resolution
															2	-		-					
															3	2016/17 Adjustment Budget approved		2016/17 Adjustment Budget approved. CC 37/2017 dated 28/02/2017					
															4	-							

Compliance	N/A	BUD10	D Rossouw	Good Governance and Public Participation	Financial Management	1.93%	To submit the 2015/16 Financial Statements on time to comply with legislation	2015/16 financial statements submitted to the Auditor-General	Submitting the 2015/16 financial statements to the Auditor-General by 31 August 2016	R 0		2014/15 Financial Statements submitted to AG on 31 August 2015	2015/16 Financial Statements submitted	None	1	2015/16 Financial Statements submitted		2015/16 Financial Statements submitted on 31 Agust 2016					Letter to Auditor - General
															2	-		-					
															3	-		-					
															4	-							
Outcome 9 - Output 5	N/A	BUD11	D Rossouw	Municipal Financial Viability & Management	Financial Management	1.93%	To identify the grants received as revenue to better service delivery	Grants as a % of revenue received	Grants as 100% of revenue received per DORA by March 2017	R 0		100%	100%	0%	1	27.00%		36.53%					Prints & Calculations on Financial Indicators
															2	70.00%		72.70%					
															3	100.00%		100%					
															4	-							
NKP - Indicator	N/A	BUD12	D Rossouw	Municipal Financial Viability & Management	Financial Management	1.93%	Financial Viability expressed (National Key Performance Indicators)	Ratio for Debt coverage for 2015/16	Annual Debt coverage ratio for 2015/16 by September 2016 A=(B-C) / D Where: "A" represents debt coverage "B" represents total operating revenue received "C" represents operating grants "D" represents debt service payments (i.e. interest +	R 0		0.42	21.80%	None	1	21.80%		24.91%					Debt Coverage Print
															2	-		-					
															3	-		-					
															4	-							
Outcome 9 - Output 5	N/A	BUD13	D Rossouw	Municipal Financial Viability & Management	Financial Management	1.93%	Financial Viability expressed (National Key Performance Indicators)	% of Outstanding Service Debtors to Revenue ratio for 2015/16	Annual Outstanding Service Debtors to Revenue ratio for 2015/16 by September 2016 A=B/C Where: "A" represents outstanding service debtors to revenue "B" represents total outstanding service debtors "C" represents annual	R 0		23%	23.00%	None	1	23.00%		5%	-	None payment off services in Eskom	Debt collectors appointed		Outstanding Service Print & Calculations
															2	-		-					
															3	-		-					
															4	-							
Compliance	N/A	BUD14	D Rossouw	Municipal Financial Viability & Management	Good Governance	1.93%	To submit sec 71 reports to NT in order to comply with legislation	No of reports submitted	Submitting 12 electronic version of the section 71 report to the NT database by June 2017	R 0		12 Electronic version submitted to the NR database	12 Electronic version submitted to the NR database	None	1	3		3	3				Outstanding Service Print & Calculations
															2	3		3	3				
															3	3		3	3				
															4	3							
Operational	N/A	BUD15	D Rossouw	Municipal Financial Viability & Management	Good Governance	1.93%	Ensure that all applicable budget related documents are published on the municipal website as required by the MFMA	% of budget related documents published	Publishing 100% of all approved budget related documents on the municipal website by June 2017	R 0		100%	100%	None	1	-		-					Outstanding Service Print & Calculations
															2	-		-					
															3	-		-					
															4	Nr. approved / Nr published 100%							
Operational	2050052215401	BUD16	T van Tonder	Service Delivery & Infrastructure Development	Financial Management	1.93%	To effectively do revenue collection to ensure sound financial matters	R value income collected from electricity sales	Collecting income from electricity sales (conventional meters) by June 2017	R 593 661 480		R 493 768 453	R 593 661 480	R 0	1	R 148 415 370			R 144 121 216	As aresult of new system more power cards(cell) and less pre- paid cards is sold.	If trend continue, to be aligned during adjustment budget	Above projection	GO40
															2	R 296 830 740			R 266 567 283	Revenue foregone income not reflected on vote.	Give training and assist departments in the passing of the journals		
															3	R 445 246 110			R 386 876 236	Revenue foregone	Give training and		
															4	R 593 661 480							
Operational	2050052235401	BUD17	T van Tonder	Service Delivery & Infrastructure Development	Financial Management	1.93%	To effectively do revenue collection to ensure sound financial matters	R value income collected from pre-paid electricity sales	Collecting income from pre-paid electricity sales by June 2017	~~R49 319 450~~ R42 305 682		R 14 664 315	R 49 319 450	R 0	1	R 12 329 863			R 5 812 742	As aresult of new system more power cards(cell) and less pre- paid cards is sold.	If trend continue, to be aligned during adjustment budget		GO40
															2	R 24 659 725			R 5 804 880	As aresult of new system more power cards(cell) and less pre- paid cards is sold.	If trend continue, to be aligned during adjustment budget	To be addressed duri	
															3	~~R36 989 588~~ R31 729 262			R 10 779 476	As aresult of new	Was adjusted in		
															4	~~R49 319 450~~ R42 305 682							

Operational	205005223S406	BUD18	T van Tonder	Service Delivery & Infrastructure Development	Financial Management	1.93%	To effectively do revenue collection to ensure sound financial matters	R value income collected from power cards electricity sales	Collecting income from power cards electricity sales by June 2017	~~R71 511 000~~ R85 000 000		R 70 034 555	R 71 511 000	R 0	1	R 17 877 750			R 22 522 927	As aresult of new system more power cards(cell) and less pre- paid cards is sold.	If trend continue, to be aligned during adjustment budget		GO40
															2	R 35 755 500			R 40 103 483				
															3	~~R53 633 250~~ R63 750 000			R77 106 711				
															4	~~R71 511 000~~ R85 000 000							
Operational	204005221S402	BUD19	T van Tonder	Service Delivery & Infrastructure Development	Financial Management	1.93%	To effectively do revenue collection to ensure sound financial matters	R value income collected from water sales	Collecting income from water sales (conventional meters) by June 2017	R 441 721 250		R 314 535 040	R 441 721 250	R 0	1	R 110 430 313			R 83 055 397	Indigent consumption not added	Update indigent journals		GO40
															2	R 220 860 625			R 170 911 473	Revenue foregone income not reflected on vote.	Give training and assist departments in the passing of the journals	To be addressed duri	
															3	R 331 290 938			R251 802 031	Revenue foregone	Give training and		
															4	R 441 721 250							
Operational	N/A	ASS1	J Muller	Municipal Financial Viability & Management	Financial Management	1.93%	To ensure that all municipal assets are accounted for	2016/17 Asset count completed and reported	Completing the 2016/17 asset count and submitting report to municipal manger by June 2017	R 0		Asset count and report to municipal manager	2016/17 Asset count completed	None	1	-		-					Asset count report from Ducharme. Report from Ducharme. Report to MM
															2	-		-					
															3	-		-					
															4	Asset count completed and report to municipal manager							
Operational	N/A	ASS2	J Muller	Municipal Financial Viability & Management	Financial Management	1.93%	To enhance a clean audit	2015/16 Asset register 100% reconciled	Reconciling the 2015/16 asset register 100% to the financial statements by August 2016	R 0		2014/15 Asset register 100% reconciled to FS R101 128 268	2015/16 Asset Register 100% reconciled	None	1	2015/16 Asset Register 100% reconciled		As per 2015/16 Annual Financial Statements				See POE	2015/16 Asset Register
															2	-		-					
															3	-		-					
															4	-							
Operational	N/A	ASS3	J Muller	Municipal Financial Viability & Management	Financial Management	1.93%	To comply with GRAP17	% of all identified assets on register	Ensuring that 100% of all identified assets are registered in the asset register by June 2017	R 0		100%	100%	0%	1	-		-					GIS Print out
															2	-		-					
															3	-		-					
															4	100.00%							
Outcome 9 - Output 5	N/A	REV1	K Weitsz	Municipal Financial Viability & Management	Financial Management	1.93%	To control debt management to ensure financial sustainability	R value debtors outstanding as a % of own revenue	Rand value debtors outstanding as 75% of own revenue by June 2017			84%	75%	25%	1	60%		16.11%	R 1 983 060 228	Back dated levies for 2 years ahs increased the outstanding balance. % is low due to the fact that it is only the 1st quarter and add levies to be	Credit control actions to be increased and water restrictions also to be implememnted		Reconciliation calculations
															2	65%		30.66%	R 2 101 605 509	Credit Control actions suspended in Jbn, Alabama, Manzilpark by MMC Finance. Back dated levies for 2 years has increased the outstanding balance. Additional levies being	Credit control actions to be increased and water restrictions also to be implemented in areas which were suspended	To be addressed during the Mid-Year Assessment	
															3	70%		62.35%	R 2 189 855 478	Credit Control actions suspended in Jbn, Alabama, Manzilpark by MMC Finance. Back dated levies for 2 years has increased the outstanding balance. Additional levies being	Credit control actions to be increased and water restrictions also to be implemented in areas which were suspended		
															4	75%							

Outcome 9 - Output 5	N/A	REV2	K Weitsz	Municipal Financial Viability & Management	Financial Management	1.93%	To control debt management to ensure financial sustainability	% of debt collected as a percentage of money owed to the municipality	85% of debt collected as a percentage of money owed to the municipality by June 2017	R 0		76%	85%	15%	1	70%	74.58%		Back dated levies for 2 years has increased the outstanding balance. % is low due to the fact that it is only the 1st quarter and add levies to be	Credit control actions to be increased and water restrictions also to be implememnted		Reconciliation calculations
															2	70%	79.02%		Back dated levies	Credit control		
															3	80%	82.27%		Back dated levies for 2 years has increased the outstanding balance. % is low due to the fact that it is only the 1st quarter and add levies to be	Credit control actions to be increased and water restrictions also to be implememnted		
															4	85%						
Outcome 9 - Output 5	N/A	REV3	K Weitsz	Municipal Financial Viability & Management	Financial Management	1.93%	To increase Payments Received vs. Monthly Levies (Collection rate of billings)	% Increase in annual debtors collection rate	~~3%~~ 1% Increase (80% to ~~83%~~ 81%) in annual service debtors collection rate by June 2017	R 0	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017	7.29 % increase (from previous 80% to 87.29%)	83%	17%	1	80%	68.74%		Back dated levies for 2 years has increased the outstanding balance. % is low due to the fact that it is only the 1st quarter and add levies to be	Credit control actions to be increased and water restrictions also to be implememnted		Prints & Calculations on Financial Indicators
															2	81%	68.26%		Credit Control actions suspended in Jbn, Alabama, Manzilpark by MMC Finance. Back dated levies for 2 years has increased the outstanding balance. Additional levies being	Credit control actions increased and water restrictions also to be implemented in areas which were suspended.	To be addressed during the Mid-Year Assessment	
															3	~~82%~~ 79%	82.45%		Credit Control	Credit control		
															4	~~83%~~ 81%						
NKP - Indicator	2000001051507	REV4	K Weitsz	Service Delivery & Infrastructure Development	Infrastructure Services	1.93%	Indigent Subsidy for Free Basic Services allocations to comply with legislation	R value spend on free basic services	Spending on free basic services by June 2017 - (Account Holders)	R 123 302 736		R38 644 203 All applicants assisted	R 123 302 736	R 0	1	R 16 000 000		R 2 335 836	All previous year indigents subsidies expired on 30 June 2016, therefore less expenditure	New applications being received and processed, specila roadshows held in all KOSH areas		GO40.
															2	R 75 000 000		R 16 551 688	All previous year indigents subsidies expired on 30 June 2016, therefore less expenditure	New applications being received and processed, letters to be sent to previous years indigents who did not reapply	To be addressed during the Adjustment Budget	
															3	R 100 000 000		R 37 061 393	All previous year indigents subsidies expired on 30 June 2016, therefore less expenditure. Spenquarterlyding to increase	New applications being received and processed, letters to be sent to previous years indigents who did not reapply	Amount adjusted in adjustment budget	
															4	R 123 302 736						
P - Indicator	N/A	REV5	K Weitsz	Infrastructure Development	ucture Services	1.93%		Number of approved households with free basic services (indigents)	~~20 000~~ 15 000 Approved households with free basic services (indigents) by June 2017	R 0	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017	16 840 licants assisted	proved households	None	1	3 000	3 411		All previous year indigents subsidies expired on 30 June 2016, new applications being received and processed	New applications being received and processed, specila roadshows held in all KOSH areas		Indigent register
															2	12 000	11 087		All previous year indigents subsidies expired on 30 June 2016, new applications being received and processed	New applications being received and processed, letters to be sent to previous years indigents who did not reapply	To be addressed during the Mid-Year Assessment	

NK				Service Delivery &	Infrastr							All app	20 000 Ap		3	~~17 000~~ 13 000		18 928		Numerous new applications being received and processed due to Imbizos that are being held by the Mayor, where consumers are informed about Indigency	New applications being received and processed, letters sent to previous years indigents who did not reapply		
															4	~~20 000~~ 15 000							
NKP - Indicator	N/A	REV6	K Weitsz	Service Delivery & Infrastructure Development	Infrastructure Services	1.93%		% Households registered earning less than R3 000 per month	17 % of households registered earning less than R3 000 per month by June 2017 - (vs. total active accounts)	R 0		100% All applicants assisted	17%	83%	1	3%		3.0%		All previous year indigents subsidies expired on 30 June 2016, new applications being received and processed	New applications being received and processed, specila roadshows held in all KOSH areas		Reconciliation calculations
															2	6%		10%		All previous year indigents subsidies expired on 30 June 2016, new applications being received and processed	New applications being received and processed, letters to be sent to previous years indigents who did not reapply		
															3	12%		18%		Numerous new applications being received and processed due to Imbizos that are being held by the Mayor, where consumers are informed about Indigency	New applications being received and processed, letters sent to previous years indigents who did not reapply		
															4	17%							
NKP - Indicator	2000001050017	REV7	K Weitsz	Service Delivery & Infrastructure Development	Infrastructure Services	1.93%	Indigent Subsidy for Free Basic Services allocations to comply with legislation	R value spend on free basic alternative services	Spending on free basic alternative services by June 2017	R 21 818 500		R 4 861 366	R 21 818 500	R 0	1	R 5 454 625			R 1 002 941	All previous year subsidies expired on 30 June 2016, new applications being received and processed	New applications being received and processed, special FBAE visits been done in rural areas		GO40
															2	R 10 909 250			R 3 461 779	All previous year subsidies expired on 30 June 2016, new applications being received and processed. Numerous areas have received electrcity from Eskom and therefore issues	New applications being received and processed, special FBAE visits been done in rural areas	To be addressed during the Adjustment Budget	
															3	R 16 363 875			R 3 553 811	All previous year subsidies expired on 30 June 2016, new applications being received and processed. Numerous areas have received electricity from Eskom and therefore expenditure lower. New orders for paraffin being acquired	New applications being received and processed, special FBAE visits been done in rural areas	To be addressed during the Adjustment Budget	
															4	R 21 818 500							
NKP - Indicator	N/A	REV8	K Weitsz	Service Delivery & Infrastructure Development	Infrastructure Services	1.93%	Indigent Subsidy for Free Basic Services allocations to comply with legislation	Rural settlements with free basic alternative energy (indigents) approved	~~3 300~~ 4 000 Approved rural settlements with free basic alternative energy (indigents) by June 2017	R 0	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017	3 560 Approved households	3 300 Approved rural settlements	None	1	1 000		2 967					Indigent register
															2	1 500		3 831				Registrations	
															3	~~2 500~~ 3 900		4 446					
															4	~~3 300~~ 4 000							

~~S~~ ~~R~~

Outcome 9 - Output 5	N/A	RM1	N Kegakilwe	Municipal Financial Viability & Management	Financial Management	1.93%	To collect revenue for property rates to comply with legislation (Implementation of the Municipal Property Rates Act, 2004 (Act no. 6 of 2004)	% of budgeted revenue for property rates collected	82 % of budgeted revenue for property rates collected by June 2017	R 0		99%	82%	18%	1	40%		56%				Most property owners who are charged once off (annually) paid within the first quarter, unlike previous	Levies rates report. Receipts rates reports. (BP641)
															2	82%		81%					
															3	82%		84%				Most property owners who are charged once off (annually) paid within the first quarter, unlike previous	
															4	82%							
Operational	206005105630 1	RM2	N Kegakilwe	Municipal Financial Viability & Management	Good Governance	1.93%	To maintain the current valuation roll to comply with legislation	Existing valuation roll maintenance	Maintaining the existing valuation roll with supplementary entries by June 2017	R 700 000		Updating categories and tariffs R692 642	R 700 000	R 0	1	Updating categories and tariffs		Ongoing process till end of financial year	R 24 000				Updated valuation roll. GO40 Town proclamations, scheme changes, subdivisions, consolidations.
															2	Updating categories and tariffs		Ongoing process till end of financial year	R 24 000	n/a	n/a		
															3	Updating categories and tariffs		Ongoing process till end of financial year	R101 800				
															4	Updating categories and tariffs							
Operational	N/A	RM3	N Kegakilwe	Municipal Financial Viability & Management	Financial Management	1.93%	To improve the financial sustainability of the municipality and optimization of revenue	Revenue enhancement improved and optimized	Improving revenue enhancement by identifing areas where council is not billing or is billing incorrectly by June 2017	R 0			Improving revenue enhancement	None	1	Matching of properties		Matching of properties, charging basic fees where not levied, updating ownership with deeds returns, linking meters to rightful users, etc.				Change of ownership,name changes and valuation record changes=14000 to date. 28137 services were updated on the system with a backdated journal value of 28m.	Matching of properties, charging basic fees where not levied, updating ownership with deeds returns, linking meters to rightful users, etc.
															2	Charging basic fees where not levied		28 137 services were updated on the system with a backdated journal value of 28m. 840 Services Tariff corrections were made in November.					
															3	Updating ownership with deeds returns		Change of Ownership and Name Changes and Valuation record changes =15 900 to date.				Backlogs of change of ownership where deeds data based on the matched properties between the Valuation Roll is progressing.	
															4	Linking meters to rightful users							
Operational	N/A	EXP1	J Letlhoo	Municipal Financial Viability & Management	Financial Management	1.93%	To control credit management to ensure timeous payment of creditors and service providers	% payment within 30 days from date of invoice/statement	Settling ~~95%~~ 85% of all payments (creditors) done within 30 days of receipt of invoice / statement by June 2017	R 0	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017	85% (Estimated 3000 creditors and 2500 were paid)	95%	5%	1	50%				Revenue Enhancement project will address the current status	Daily cash flow management meeting is in place to prioritize payment	No POE on file	Printout from Main Ledger Account
															2	75%		40% on bulks services and 80%o on other creditors (60%)		Dropping of collection affect the speed rate of payment of	Revenue Enhancement project will address the current status		
															3	75%							
															4	~~95%~~ 85%							
Operational	206010110361 0	ICT1	H Carelsen	Municipal Institutional Development and Transformation	Good Governance	1.93%	To renew the MicroSoft software license to comply with legislation	MicroSoft software license renewed	Renewing of the MicroSoft software license at by September 2016	R 2 000 000	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017	MicroSoft software license renewed. R688 872	R 2 000 000	R 0	1	MicroSoft software license renewed		Contract currently at Legal to verify contents		Waiting for the Legal Section to approve the contract	Regular follow-ups with the Legal Section will be done to expedite the approval of the contract		Copy of licence. Order. Proof of Payment. GO40.
															2	-		Contract approved by Legal and MM signed the contract. Contract submitted to Microsoft to sign.	-	Legal Section took a lenthy time period to approve the contract	Regular follow-ups with Microsoft will be done to expedite the signing of the contract		
															3	Signed agreement		Agreement signed					
															4	MicroSoft software license renewed							

Operational		ICT2	H Carelsen	Good Governance and Public Participation	Good Governance	1.93%	To ensure effective IT systems for municipal processes	% of queries responded to within 10 working days	Resolving 90% of all IT queries received within 10 working days by June 2017	R 0		94% (2 423 received / 2 281 resolved)	90%	10%	1	Nr. received / Nr resolved 90%		296 queries received / 289 queries resolved. 98 %					Register
															2	Nr. received / Nr resolved 90%		459 queries received / 442 queries resolved. 96 %				Average of 97%	
															3	Nr. received / Nr resolved 90%		479 queries received / 456 queries resolved. 95 %					
															4	Nr. received / Nr resolved 90%							
Operational	N/A	SCM1	B Mothileni	Good Governance and Public Participation	Good Governance	1.93%	To comply with legal requirements (sec 116 of MFMA)	Percentage of SLA are signed to all allocated tenders	Ensuring 100% of all allocated tenders / projects are forwarded to Legal for SLA to be signed by June 2017	R 0		75%	100%	0%	1	Nr. received / Nr forwarded 100%		8 Received / 7 Forwarded 88%					Register.
															2	Nr. received / Nr forwarded 100%						Average of 44%	
															3	Nr. received / Nr forwarded 100%		Forwarded 7 only 1 signed 14%		Delays caused by compilation by	Awaiting the remaining ones from		
															4	Nr. received / Nr forwarded 100%							
Operational	N/A	SCM2	B Mothileni	Good Governance and Public Participation	Good Governance	1.93%	To review and approve the 2017/18 SCM policy in order to comply with legislation	2017/18 Supply chain management policy reviewed and approved	Reviewing and approving the 2017/18 supply chain management policy by June 2017	R 0		SCM policy internally reviewed	2017/18 SCM Policy approved	None	1	-		-					Resolution. Reviewed and approved policy
															2	Review SCM policy							
															3	Workshop SCM policy		Awaiting Policy workshop		Awaiting Policy workshop	The Policy will be workshoped and approved with all budget related policies during the 4th quarter.		
															4	2017/18 SCM Policy approved							
Operational	N/A	SCM3	B Mothileni	Good Governance and Public Participation	Financial Management	1.93%	Ensure that all supply chain management awards are published on the municipal website as required by the MFMA	% of supply chain management awarded for publishing	Forwarding 100% of all supply chain management contracts in terms of Section 75(1)(g) of the MFMA to the ICT section for publishing on the municipal website by June 2017	R 0		100% (22 Approved / 22 published)	100%	0%	1	Nr. approved / Nr forwarded 100%		12 Approved / 0 Published 0%		There is a challenge with the website, adverts were e-mailed and not published, will be corrected in 10 days from today			Website application form. Copy of website
															2	Nr. approved / Nr forwarded 100%						Average of 0%	
															3	Nr. approved / Nr forwarded 100%		7 Approved / 0 Published 0%		Challenges were experienced with Website.	Awarded tenders list will be published in 4th Quarter.		
															4	Nr. approved / Nr forwarded 100%							
Compliance	N/A	SCM4	B Mothileni	Good Governance and Public Participation	Financial Management	1.93%	To implement Internal Co-operation and Controls to ensure compliance with legislation	Number of meetings of the Specification Committee conducted	Conducting at least 8 meetings of the Specification Committee by June 2017	R 0		New Indicator	8 Meetings	None	1	2		3				No POE on file	Notices & Attendance Register
															2	2							
															3	2		4					
															4	2							
Compliance	N/A	SCM5	B Mothileni	Good Governance and Public Participation	Financial Management	1.93%	To implement Internal Co-operation and Controls to ensure compliance with legislation	Number of meetings of the Evaluation Committee conducted	Conducting at least ~~12~~ 10 meetings of the Evaluation Committee by June 2017	R 0	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017	14 Evaluation committee meetings conducted	12 Meetings	None	1	3		2		All tenders attended to. The committee sits as and when there is a need			Notices & Attendance Register
															2	3							
															3	~~3~~ 2		4				PMS - Still behind schedule	
															4	~~3~~ 2							
Compliance	N/A	SCM6	B Mothileni	Good Governance and Public Participation	Financial Management	1.93%	To implement Internal Co-operation and Controls to ensure compliance with legislation	Number of meetings of the Adjudication Committee conducted	Conducting at least ~~12~~ 10 meetings of the Adjudication Committee by June 2017	R 0	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017	15 Adjudication committee meetings conducted	8 Meetings	None	1	3		2		All tenders attended to. The committee sits as and when there is a need			Notices & Attendance Register
															2	3							
															3	~~3~~ 2		3				PMS - Still behind schedule	
															4	~~3~~ 2							
Compliance	N/A	SCM7	B Mothileni	Good Governance and Public Participation	Financial Management	1.93%	To implement Internal Co-operation and Controls to ensure compliance with legislation	Number of SCM capacity building workshops for council employees conducted	Conducting 8 SCM capacity building workshops for council employees by June 2017	R 0		6 SCM workshop conducted	8 SCM capacity building workshops	None	1	2		0		The workshop was planned for October 2016			Notices & Attendance Register
															2	2							
															3	2		3				PMS - Still behind schedule	
															4	2							

Operational	N/A	SCM8	B Mothileni	Good Governance and Public Participation	Financial Management	1.93%	To implement a Supply Chain Management policy to comply with legislation	Supply Chain Management policy implemented	Submitting 4 quarterly reports on the implementation of SCM policy to council and make public by June 2017	R 0		4 Quarterly reports submitted	4 Quarterly reports	None	1	1		1				No POE on file	Notices, agendas. Council resolution
															2	1							
															3	1		1		Implementation is an ongoing process hence the procurement done daily according to the SCM policy		PMS - Still behind schedule	
															4	1							
Operational	N/A	SCM9	B Mothileni	Good Governance and Public Participation	Financial Management	1.93%	To give content to the Financial Recovery Plan	Number of procurements awarded in terms of Regulation 36 minimized	Minimizing procurements awarded in terms of Regulation 36 from 12 to 6 by June 2017	R 0			6	None	1	12		1					SCM Policy. SCM (Deviation) resolutions
															2	9							
															3	7		5				PMS - Still behind schedule	
															4	6							