

ACTING MUNICIPAL MANAGER
MR. SG MABUDA

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

Service Delivery & Infrastructure Development (2)	5%
Municipal Institutional Development and Transformation (8)	22%
Local Economic Development (2)	5%
Municipal Financial Viability & Management (4)	12%
Good Governance and Public Participation (22)	56%

IDP PROJECTS																	
IDP Linkage / Project ID.	Budget Linkage	Item Nr.	Objectives	Key Performance Indicators (KPI)	Annual Target	Revised Target	Base Line	Quarter	Quarterly Projected Target	Rating Key	Quarterly Actual Achievement	Actual Expenditure	Reason for Deviation	Planned Remedial Action	Comments	Portfolio of Evidence	
IDP - MIG Funding	20000040100000	MM1	MIG funding spent to ensure the upgrading and maintenance of infrastructure in the KOSH	MIG grants allocated for the City of Matlosana spent	Spending of MIG grants allocated to the City of Matlosana at a cost of R 84 493 000 by June 2016			1	R 0			R 4 084 540	Supply Chain processes and verification of MIG expenditure	Speedup appointment of contractors. Fastrack verification process expenditure		PAC report. Vote number.	
								2	R 28 164 333			R 25 447 534					
								3	R 56 328 666								
								4	R 84 493 000								
IDP - MIG Roll- Over Funding	20000040300000	MM2	MIG roll-over funding spent to ensure the upgrading and maintenance of infrastructure in the KOSH	MIG roll-over grants allocated to the City of Matlosana	Spending of MIG roll-over grants allocated to the City of Matlosana at a cost of R24 659 014 (estimation) by March 2016			1	R 9 219 671			R 2 434 478	Supply Chain processes and verification of MIG expenditure	Speedup appointment of contractors. Fastrack verification process expenditure		PAC report. Vote number.	
								2	R 16 439 343			R 6 121 395					
								3	R 24 659 014								
								4	-								
OPERATIONAL																	
IDP Linkage / Project ID.	Budget Linkage	Item Nr.	Objectives	Key Performance Indicators (KPI)	Annual Target	Revised Target	Base Line	Quarter	Quarterly Projected Target	Rating Key	Quarterly Actual Achievement	Actual Expenditure	Reason for Deviation	Planned Remedial Action	Comments	Portfolio of Evidence	
Operational	N/A	MM3	To ensure that the mandate of council is executed	% of Council resolutions implementation within required timeframe	Implementing 400% 80% of all council / mayco / administrators resolutions by June 2016	CC2/2016 dated 29/1/2016 - Inclusion of Mayco / Administrator. 80% Annual and quarterly target to be	New indicator	1	Nr. received / Nr executed 100%							No information received	Nr of council resolutions. Execution letters / notes
								2	Nr. received / Nr executed 100%								
								3	Nr. received / Nr implemented 80%								
								4	Nr. received / Nr implemented 80%								
Operational	N/A	MM4	To ensure the that the quality of the information is on an acceptable standard	Directorate's annual report input provided before tabling of the draft annual report	Providing the directorate's annual report input before the draft annual report is tabled by August 2015		New indicator	1	Credible annual report input provided		Credible annual report input provided					Completed AR template	
								2	-			-					
								3	-								
								4	-								

NKP - Indicator	N/A	MM25	The number of people from employment equity target groups employed in the first three highest levels of management (National Indicator)	Number of male employees on the first three highest levels of management	Appointing 32 male employees on the first three highest levels of management by June 2016		1	-		-						Resolution. Advertisement. Appointment letter		
							2	-		-								
							3	-										
							4	32										
NKP - Indicator	N/A	MM27		Number of female employees on the first three highest levels of management	Appointing 14 female employees on the first three highest levels of management by June 2016		1	-		-						Resolution. Advertisement. Appointment letter		
							2	-		-								
							3	-										
							4	14										
National KPI	N/A	MM28	To create jobs to reduce unemployment and enhance local economic development activities	Number of permanent and jobs exceeding 3 months jobs created - Urban Area	Creating 4 000 800 permanent and jobs exceeding 3 months through the Municipality's local economic development initiatives including capital projects by June 2016 - Urban Area	CC2/2016 dated 29/1/2016 - Nr of jobs to be reduced - Annual and quarterly targets to be adjusted	1 596 Jobs created	1	150		102		More jobs to be created next quarter	To catch up next quarter		Identify risks (register portion). Solutions		
								2	400		128						Due to the SCM delay with the appointment of service providers for civil projects and delay with the appointment of EPWP's the target could not be reached.	Target to be reduced
								3	250									
								4	320									
National KPI	N/A	MM29	To create jobs to reduce unemployment and enhance local economic development activities	Number of permanent and jobs exceeding 3 months jobs created - Rural Area	Creating 80 35 permanent and jobs exceeding 3 months through the Municipality's local economic development initiatives including capital projects by June 2016 - Rural Area	CC2/2016 dated 29/1/2016 - Nr of jobs to be reduced - Annual and quarterly targets to be adjusted	114 Jobs created	1	20		15		More jobs to be created next quarter	To catch up next quarter		Register		
								2	20		20						Due to the severe drought no agricultural jobs could or will be created.	Target to be reduced
								3	0									
								4	0									
Compliance	N/A	MM30	To revise the Risk Register to determine the linkage between departmental objectives and risk activity	Risk Register revised and approved to determine the linkage between departmental objectives and risk activity	Revising the 2015/16 Risk Register to determine the linkage between departmental objectives and risk activity and approving the 2015/16 Risk Register by June 2016		2015/16 Risk Register revised. 2015/16 Risk register compiled and	1	-		-					Risk register. Notices. Attendance register. Risk Assessment report.		
								2	-		-							
								3	-									
								4	2015/16 Risk Register revised and 2015/16 Risk Register approved									
Compliance	N/A	MM31	To conduct Fraud Risk assessment to ensure good governance and to comply with legislation	Nr of fraud risk assessments in conjunction with provincial department conducted on emerging risks	Conducting 2 fraud risk assessments with Council departments in conjunction with provincial department on the emerging risks by June 2016		2 Risk Assessment workshops conducted	1	1 Fraud risk assessment		Conducted a fraud risk assesment with Corporate Service and Finance directorates based on the survey conducted in 2014/15 financial year.					Fraud and Anti-Corruption Plan. Notices. Attendance register. Assessment report.		
								2	Report to Council		Report to Council, but not approved							
								3	1 Fraud risk assessment									
								4	Report to Council									

Compliance	N/A	IA1	To conduct Audit Committee Meetings to ensure good governance	Number Audit Committee meetings held to ensure an effective discharging of responsibilities	Holding 4 Audit Committee meetings to ensure an effective discharging of responsibilities by June 2016		3 Performance Audit Committee meetings held	1	1		2					1 Special meeting held in	Notice & Attendance Register	
								2	1		2							1 Special meeting held in November
								3	1									
								4	1									
Compliance	N/A	IA2	To issue Performance Information Audit Reports to ensure compliance with legislation	Number of performance information audit reports issued to assess the efficiency and effectiveness of performance achieved	Issuing 4 Performance information audit reports to assess the efficiency and effectiveness of performance achieved by Council by June 2016		4 Performance information audit reports issued	1	4th Quarter report of 2013/14 performance		1							Quarterly Reports. Council resolution
								2	1st Quarter report of 2014/15 performance		1							
								3	2nd Quarter report of 2014/15 performance									
								4	3rd Quarter report of 2014/15 performance									
Compliance	N/A	IA3	To report on outstanding disclaimer and qualifications to ensure sound financial management	Number follow-up audit reported to review resolutions on outstanding disclaimer and qualifications on the Auditor General's report and Internal Auditor's	Reporting with 1 follow-up audit to review resolutions on outstanding disclaimer and qualifications on the Auditor General's report by June 2016		2 Internal follow-up reports compiled, but no audit	1	-		-						1 Follow-up Report	
								2	-		-							
								3	-									
								4	1 Follow-up report									
Compliance	N/A	IA4	To issue activity reports to ensure good governance	Number activity reports issued to the Audit Committee and Accounting Officer on the progress of rolling out the audit plans	Issuing 4 activity reports to the Audit Committee and Accounting Officer on the progress of rolling out the audit plans by June 2016		3 Activity reports issued	1	1		1						4 Activity Reports. Audit Committee minutes	
								2	1		1							
								3	1									
								4	1									
Compliance	N/A	IA5	To adopt the Internal Audit Charter to comply with legislation	Reviewed IA Charter adopted in accordance with IIA standards	Adopting the reviewed IA Charter (2016/17) in accordance with IIA standards by June 2016		2014/15 Internal Audit Charter developed but not yet	1	-		-						Reviewed 2015/16 Internal Audit Charter. Council resolution	
								2	-		-							
								3	-									
								4	Reviewed 2016/17 Audit Charter									
Compliance	N/A	IA6	To submit a Risk Based Audit Plan to ensure	3-Year Risk Based Audit Plan 2016/17 submitted to the Audit Committee for approval	Submitting a 3-Year Risk Based Audit Plan 2016/17 to the Audit Committee for approval by June 2016		2014/15 Risk Based Audit Plan developed but not yet submitted	1	-		-						Risk Based Audit Plan approved by Audit Committee.	
								2	-		-							
								3	-									
								4	3-Year Risk Based Audit Plan 2016/17									
Compliance	N/A	IA7	To continue with Professional Development to enhance knowledge, skills and other competencies of Internal Audit staff	2016/17 Continuous Development Program for approval by Director Strategic Planning, Monitoring and Control	Develop the 2016/17 Continuous Development Program for approval by the Municipal Manager by June 2016		2014/15 Continuous Development Program developed	1	-		-						Continuous Professional Development program. MM resolution	
								2	-		-							
								3	-									
								4	Approved 2016/17 Continuous Development									

Compliance	N/A	IA8	To conduct quality assurance improvement programme to comply with legislative requirements	Internal quality assurance and improvement programme performed	Performing 1 internal quality assurance and improvement programme by June 2016		1 Internal quality assurance performed	1	-		-					Assessment report
								2	-		-					
								3	-							
								4	Assessment Report							