

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 (2)	5%
Local Economic Development (2)	5%
Municipal Financial Viability & Management (4)	11%
Good Governance and Public Participation (28)	74%








IDP PROJECTS																						
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		Quarter	Quarterly Projected Target	Rating Key	Quarterly Actual Achievement	Actual Expenditure	Reason for Deviation	Planned Remedial Action	Comments	Portfolio of Evidence
												Current Status	Backlog									
IDP - MIG Funding	20000040100000	MM1 (BUD3)	E Morume	Service Delivery & Infrastructure Development	Infrastructure Services	2.64%	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 by June 2017	R 83 151 440		R78 351 695 92.73%	R 0	1	R 12 472 716 5%		11%	R 9 201 055	Slow spending as a result of late opening of	Slow spending as a result of late opening of	-	Printout from Main Ledger Account
														2	R 24 945 432 30%		43%	R 36 080 951		Accerelated MIG spending		
														3	R 41 575 720 50%		61%	R '51 075 369				
														4	R 83 151 440 100%							
IDP - MIG Roll- Over Funding	20000040300000	MM2	E Morume	Service Delivery & Infrastructure Development	Infrastructure Services	2.64%	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 spent	Spending of MIG roll-over grants allocated to the City of Matlosana by June 2017	R 6 141 304	Roll-Over CC22/2017 dated 31/01/2017	R 16 490 853	R 0	1	-		-					PAC report. Vote number.
														2	-		-					
														3	R921 196 15%		17%	R 1 130 414				
														4	R6 141 304 100%		65%	R 3 968 211	Due to hard rock the excavations took longer than anticipated and some trenches had to be excatated deeper. Therefore the main sewer outfall line connection is not completed	Contractor on programme. Mult year project		
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		Quarter	Quarterly Projected Target	Rating Key	Quarterly Actual Achievement	Actual Expenditure	Reason for Deviation	Planned Remedial Action	Comments	Portfolio of Evidence
												Current Status	Backlog									
Operational	N/A	MM3 (DSPMC1; DSCHS1; DEME1; DMES1; FIN3; DCS1; DMCPM1)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To ensure that the mandate of council is executed	% of Resolutions implementation within required timeframe	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	83.82% (173 Received / 145 Resolved)	10%	1	Nr. received / Nr implemented 90%		31 received / 21 implemented		Divisions did not perform as expected	Monitoring of Divisions to be conducted monthly		Nr of council resolutions. Execution letters / notes
														2	Nr. received / Nr implemented 90%		47 received / 47 implemented 100%		Previous 10 outstanding resolutions			
														3	Nr. received / Nr implemented 90%		112 received / 106 implemented 95%					
														4	Nr. received / Nr implemented 90%		96.6 % 295 Received / 285 Implementation					
Operational	N/A	MM4 (DSPMC2; DSCHS2; DEME2; DMES2; FIN4; DCS2; DMCPM2)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	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		57% (91 received / 52 mitigated)	10%	1	Nr. Identified / Nr mitigated 90%		55 received / 13 resolved		Divisions did not perform as expected	Monitoring of Divisions to be conducted monthly		Identify risks (register portion). Solutions
														2	Nr. Identified / Nr mitigated 90%		50 received / 17 resolved		Divisions did not perform as expected	Monitoring of Divisions to be conducted monthly		
														3	Nr. Identified / Nr mitigated 90%		50 Identified / 38 Mitigated					
														4	Nr. Identified / Nr mitigated 90%		50% 42 Received / 21 mitigated (Status quo – 21 high risks)					
al		MM5 (DSPMC3)	lounge	ance	ance	2.64%	To ensure the that the quality of the information	Directorate's 2015/16 Annual Report input	Providing the directorate's 2015/16 Annual Report input	R 0		4/15 input		1	Credible 2015/16 Annual Report input provided		Credible 2015/16 Annual Report				Completed AR template	

Operation	N/A	DSCHS3; DEME3; DMES3; FIN5; GCE3	EM	Good Govern; and Publ Participati	Good Govern	is on an acceptable standard	provided before tabling of the draft annual report	before the draft annual report is tabled by August 2016			Credible 201 Annual Repor provided	None	<table><tr><td>2</td><td>-</td></tr><tr><td>3</td><td>-</td></tr><tr><td>4</td><td>-</td></tr></table>	2	-	3	-	4	-		<table><tr><td>-</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>-</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>-</td><td></td><td></td><td></td><td></td><td></td></tr></table>	-						-						-						
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Outcome 9 – Output 1	N/A	MM6 (DSPMC4; DSCHS4; DMES4; FIN6; DCS4)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	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	None	1 – 2 – 3 – 4 Credible 2017/18 IDP inputs provided		– – – Credible 2017/18 IDP inputs					IPD needs and priority list
Operational	N/A	MM7 (DSPMC5; DSCHS5; DEMES5; DMES5; FIN7)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	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 2015/16 SDBIP inputs provided	None	1 – 2 – 3 – 4 Credible 2017/18 SDBIP inputs provided		– – – Credible 2017/18 SDBIP inputs					Approved SDBIP
Operational	N/A	MM8 (LEG2)	M Mkhamsi	Good Governance and Public Participation	Good Governance	2.64%	To comply with legal requirements (sec 116 of MFMA)	Percentage of SLA are signed to all allocated tenders, as received from SCM	Ensuring 100% SLA are signed to all allocated tenders / projects as received from SCM by June 2017	R 0		2014/15 Annual Performance Report approved by Municipal Manager	None	1 Nr received / Nr signed 100% 2 Nr received / Nr signed 100% 3 Nr received / Nr signed 100% 4 Nr received / Nr signed 100%		8 Received / 7 Forwarded 5 Documents were received and 4 SLA's were drafted and only 1 SLA not signed by both parties. 80% 16 Documents were received and all SLA's were drafted and only one (01) SLA signed by both parties. 4 Received / 4 forwarded 100%		Still awaiting for the service provider to sign	Pursue the services provider to come and sign		Contract Register Notice letters Follow-up letter Updated Register
Operational	N/A	MM9	E Morume	Municipal Institutional Development and Transformation	Good Governance	2.64%	To conducted quarterly reviews to comply with legislation	4 Quarterly reviews with section 56 employees conducted	Conducting 4 quarterly reviews with section 56 employees by June 2017	R 0		1st & 2nd quarter assessments conducted	None	1 7 Interviews conducted 2 7 Interviews conducted 3 7 Interviews conducted 4 7 Interviews conducted		Not done Not done Not done 4 Quarterly reviews with section 56 employees conducted		Awaiting AG report Awaiting AG report Evaluation panel appointed on 30 March		2nd Q was done	Assessment report
Operational	N/A	MM10 (PMS1)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To approve the 2015/16 Annual Performance Report to comply with section 46 of the MSA	2015/16 Annual Performance Report approved by Municipal Manager	Approving 2015/16 Annual Performance Report by Municipal Manager by August 2016	R 0		2014/15 Annual Performance Report approved by Municipal Manager	None	1 2015/16 Annual Performance Report approved 2 – 3 – 4 –		2015/16 Annual Performance Report approved by Municipal Manager on 29 August 2016 MM 234/2016 – – –					MM Letter. MM resolution
Operational	N/A	MM11 (PMS2)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To table the 2015/16 Annual Performance Report (Draft / Unaudited Annual Report) to comply with section 121 and Circular 63 of MFMA	2015/16 Annual Performance Report (Draft / Unaudited 2015/16 Annual Report) tabled before Council	Tabling the 2015/16 Annual Performance Report (Draft / Unaudited 2015/16 Annual Report) before Council by 30 September 2016	R 0		Draft / Unaudited 2015/16 Annual Report approved by Administrator 13/5/2015 & ADM 31/2015 dated 31 August 2015	None	1 2015/16 Annual Performance Report (Draft / Unaudited 2015/16 Annual Report) approved 2 – 3 – 4 –		2015/16 Annual Performance Report (Draft / Unaudited 2015/16 Annual Report) approved by Council on 30 August 2016 CC 60/2016 – – –					Item. Council Resolution

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Operational	N/A	MM12 (PMS3)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To table the Audited Annual Report to comply with section 121 of MFMA	Audited 2015/16 Annual Report tabled before Council	Tabling the Audited 2015/16 Annual Report before Council by 31 January 2017	R 0		2014/15 Annual Report tabled - CC12/2016 dated 29 January 2016	None	1 – 2 – 3 2015/16 Annual Report tabled 4 –		2015/16 Annual Report tabled CC15/2017 dated 31/01/2017						Item. Council Resolution
Operational	N/A	MM13 (PMS4)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To approve the Mid-Year Assessment Report to comply with section 72 of the MFMA	2016/17 Mid-Year Assessment Report approved by the Executive Mayor	Approving the 2016/17 Mid-Year Assessment Report by the Executive Mayor by 23 January 2017	R 0		2015/16 Mid-Year Assessment Report approved - CC22/2016 dated 29 January 2016	None	1 – 2 – 3 2016/17 Mid-Year Assessment Report approved 4 –		2016/17 Mid-Year Assessment Report approved. EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017						MM Resolution. Council Resolution
Operational	N/A	MM14 (PMS6)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To approve the final SDBIP to ensure compliance with legislation	Final 2017/18 SDBIP approved by Executive Mayor	Approving final 2017/18 SDBIP by Executive Mayor (28 days after approval of budget) by June 2017	R 0		Final 2015/16 SDBIP tabled CC 1/2016 dated 29 January 2016	None	1 – 2 – 3 – 4 Final 2017/18 SDBIP approved		Final 2017/18 SDBIP approved. MM 125/2017 dated 16/06/2017. EM 07/2017 dated 27/06/2017						Executive Mayor / Administrator Signature
Operational	N/A	MM15 (PMS7)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To sign the Performance Agreements to comply with legislation	2017/18 Performance Agreements with section 54A and 56 employees signed	Signing 2017/18 performance agreements with section 54A & 56 employees by June 2017	R 0		2016/17 Performance Agreements signed	None	1 – 2 – 3 – 4 2017/18 Performance Agreements signed		2017/18 Performance Agreements signed on 27 June 2017						Signed Agreements MM Resolution
Operational	N/A	MM16 (IDP6)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To approve the final IDP to comply with legislation	Final 2017/22 IDP approved by Council	Approving the final 2017/22 IDP by Council by May 2017	R 0		Final 2016/17 IDP approved CC13/2016 dated 31 May 2016	None	1 – 2 – 3 – 4 Final 2017/22 IDP approved		Final IDP approved on CC102/2017 dated 31/5/2017						Council Resolution
Outcome 9 - Output 5	N/A	MM17 (BUD1)	E Morume	Municipal Financial Viability & Management	Financial Management	2.64%	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.	86% R106 152 742	R 0	1 R14 461 590 10% 2 R36 153 975 25% 3 R57 846 360 40% 60% 4 R144 615 900 100% 90%		8.59% R 12 435 473 29.59% R 42 797 702 45.78% R81 954 665 95.52% R138 140 555	Slow spending as a result of late opening of Slow spending as a result of late receipt of Lower spending as a result of capital grants Not all payments are made-year end	Acceleration of expenditure, already Accelerate expenditure Accelerate expenditure Payments will be made - improved expenditure	- Accelerated MIG spending		Printout from Main Ledger Account	
Outcome 9 - Output 5	2000001100000	MM18 (BUD2)	E Morume	Municipal Financial Viability & Management	Financial Management	2.64%	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	R406 967 770- R 111 394 829	Adjustment Budget CC37/2017 dated 20/02/2017	R 73 884 144 93%	R 0	1 R12 119 154 0.5% 2 R31 787 331 1% 3 R74 170 439 2% 4 R406 967 770- R 111 394 829 3%		0.43% R 12 170 720 1.05% R 33 582 855 1.50% R 56,986,054 4% R 92 064 921	Slow spending as a result of late opening of Slow spending due to lack of maintenance Slow spending due to lack of maintenance Slow spending due to lack of maintenance	Slow spending as a result of late opening of Slow spending due to lack of maintenance and Slow spending due to lack of maintenance and	- Overachieved due to the reason that more		Printout from Main Ledger Account	

Page 9 - Output 5	Operational	N/A	MM19 (BUD3)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To approve the budget in order to comply with legislation	2017/18 Budget planning process time table tabled	MIG expenditure as 76% 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	R 78 351 695 92.73%	R 0	1	R 12 472 716 5%		11%	R 9 201 055	Slow spending as a result of late opening of	Slow spending as a result of late opening of	-	Printout from Main Ledger Account
															2	R 24 945 432 30%		43.39%	R 36 080 951			Accelerated MIG spending	
															3	R 41 575 720 60% 60%		61.00%	R '51 075 369				
															4	R 83 151 440 76% 90%		99.80%	R 83 195 915			Accelerated MIG spending	
	Operational	N/A	MM20 (BUD7)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To approve the budget in order to comply with legislation	Final 2017/18 budget approved	Approving the final 2017/18 budget by May 2017	R 0		2016/17 Budget approved CC12/2016 dated 31 May 2016	None	1	-		-					Council Resolution
															2	-		-					
															3	-		-					
															4	2017/18 Budget approved		2017/18 Budget approved. CC 99/2017 dated 31/05/2017					
Operational	N/A	MM21 (BUD8)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To approve the budget in order to comply with legislation	2016/17 Budget related policies approved	Approving the final 2016/17 budget related policies and tariffs by May 2017	R 0		2016/17 Budget policies & tariffs approved CC 12/2016 Tabled 31 May 2016	None	1	-		-						Council Resolution
															2	-		-					
															3	-		-					
															4	2016/17 Budget policies & tariffs approved		2017/18 Budget policies & tariffs approved. CC 99/2017 dated 31/05/2017					
	Operational	N/A	MM22 (BUD9)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	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	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	MM23 (BUD10)	E Morume	Good Governance and Public Participation	Financial Management	2.64%	To submit the 2014/15 Financial Statements on time to comply with legislation	2014/15 financial statements submitted to the Auditor-General	Submitting the 2014/15 financial statements to the Auditor-General by 31 August 2016	R 0		2014/15 Financial Statements submitted to AG on 31 August	None	1	2014/15 Financial Statements submitted		2014/15 Financial Statements						Letter to Auditor - General
															2	-		-					
															3	-		-					
															4	-		-					
	N/A	MM24 (REV2)	E Morume	Financial Viability & Management	Financial Management	2.64%	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				76%	15%		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 recovered	Credit control actions to be increased and water restrictions also to be implemented	Most property owners who are charged once off (annually) paid within the first quarter, unlike previous years.	Printout from Main Ledger Account
															1								
															2	70%		79.02%		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 recovered	Credit control actions to be increased and water restrictions also to be implemented		



Outc				Municipal Finan	Finar									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 recovered	Credit control actions to be increased and water restrictions also to be implemented	
														4	85%	85.24%		Credit Control actions allocated in Jbt, Alabama, Manzilpark by MMC Finance. Additional levies being recovered	Credit control actions increased and water restrictions implemented in areas which were suspended	

Outcome 9 - Output 5	N/A	MM25 (EXP1)	E Morume	Municipal Financial Viability & Management	Financial Management	2.64%	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)	5%	1	50%		30% on bulks services and 80%o on other creditors (55%)		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 suppliers	Revenue Enhancement project will address the current status													
		3	75%			50% on bulks services and 0%o on other creditors (65%)		Insufficient payment of services by consumers affect the rate of payments to suppliers	Increased credit control actions should address the current status													
		4	95% 85%			70% on bulk services and 70%o on other creditors (Average 70%)		Insufficient payment of services by consumers affect the rate of payments to suppliers	Increased credit control actions should address the current status													
National KPI	N/A	MM26 (PMS8)	E Morume	Good Governance and Public Participation	Institutional Capacity	2.64%	n	Number of male employees on the first three highest levels of management	Employing 29 male employees on the first three highest levels of management by June 2017 (Excluding section 54A and 56 employees)	R 0		26	0	1	-		-					Personnel structure
2	-	-																				
3	-	-																				
4	Black - 23 White - 3 Coloured - 1 Indian - 1	Black - 21 White - 3 Coloured - 1 Indian - 0	In process of filling snr positions	Positions to be filled by December 2017																		
National KPI	N/A	MM27 (PMS9)	E Morume	Good Governance and Public Participation	Institutional Capacity	2.64%	The number of people from employment equity target groups employed in the first three highest levels of management (National Indicator)	Number of female employees on the first three highest levels of management	Employing 16 female employees on the first three highest levels of management by June 2017 (Excluding section 54A and 56 employees)	R 0		9	0	1	-		-					Personnel structure
2	-	-																				
3	-	-																				
4	Black - 10 White - 4 Coloured - 1 Indian - 1	Black - 7 White - 2 Coloured - 0 Indian - 0	In process of filling snr positions	Positions to be filled by December 2017																		
National KPI	N/A	MM28 (LED1)	E Morume	Local Economic Development		2.64%	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 800 permanent and jobs exceeding 3 months through the Municipality's local economic development initiatives including capital projects by June 2017 - Urban Area	R 0		888 Jobs created	None	1	200		226				More EPWP	Identify risks (register portion). Solutions
2	200	150	Planned projects not executed	Funding for planned projects to be submitted, the remaining jobs to be covered the next quarter																		
3	300	266	Advertised tender on N	Follow up with SCM. Remaining jobs to be covered in the next quarter.																		
4	100	306			Total of 948 jobs created																	
National KPI	N/A	MM29 (LED2)	E Morume	Local Economic Development		2.64%	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 30 permanent and jobs exceeding 3 months through the Municipality's local economic development initiatives including capital projects by June 2017 - Rural Area	R 0		35 Jobs created	None	1	-		-					Register
2	10	13			Scope of work increased																	
3	10	7																				
4	10	10			Total of 30 jobs created																	
Operational	N/A	MM30 (RIS3)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	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 2016/17 Risk Register by September 2016	R 0		2015/16 Risk Register approved by Audit Committee	None	1	2015/16 Risk Register revised and 2016/17 Risk Register approved		Risk register presented to audit committee. AC to submit it to council for approval					Risk register. Notices. Attendance register. Risk Assessment report. Audit Committee minutes
2	-	-																				
3	-	-																				
4	-	-																				



Operational	N/A	MM31 (RIS2)	E Morume	Good Governance and Public Participation	Good Governance	2.64%	To conduct Risk assessment to ensure good governance and to comply with legislation	Risk Assessment conducted on emerging risks	Conducting 4 Risk Assessments with Council departments on emerging risks by June 2017	R 0		2 Risk Assessments conducted	None	1	1 Risk Assessment		1 Risk Assessment conducted per department						Notice. Risk register. Attendance register. Minutes.
													2	2	1 Risk Assessment		1 Risk Assessment conducted per department						
													3	3	1 Risk Assessment		1 Risk Assessment conducted per department						
													4	4	1 Risk Assessment		1 Risk Assessment conducted per department						
Operational	N/A	IA1	M Seero	Good Governance and Public Participation	Good Governance	2.64%	To conduct Audit Committee Meetings to ensure good governance	Number of 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 2017	R 0		6 Audit Committee meetings held	None	1	1		3					2 special meetings held due review of AFS	Notice, Minutes & Attendance Register
													2	2	1		2					1 Special meeting AG report	
													3	3	1		1						
													4	4	1		2					1 Special meeting to approve Internal Audit Policies	
Operational	N/A	IA2	M Seero	Good Governance and Public Participation	Good Governance	2.64%	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 the <b>Audit Committee</b> to assess the efficiency and effectiveness of performance achieved by Council by June 2017	R 0	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017	4 Performance information audit reports issued	None	1	4th Quarter report of 2015/16 performance information		4th Quarter report of 2015/16 performance information						Quarterly report. Notice, Minutes & Attendance Register
													2	2	1st Quarter report of 2016/17 performance		1st Quarter report of 2016/17						
													3	3	2nd Quarter report of 2016/17 performance information		2nd Quarter report of 2016/17						
													4	4	3rd Quarter report of 2016/17 performance		3rd Quarter report of 2016/17						
Operational	N/A	IA3	M Seero	Good Governance and Public Participation	Good Governance	2.64%	To report on recommendations raised by internal audit and AG to ensure sound financial and administrative management	Number of action plan register and progress reports on the Auditor General's report and Internal Auditor's findings submitted to the Audit Committee	Submitting 4 progress reports on the updated action plan register to the Audit Committee on findings raised by the Auditor General and Internal Audit by June 2017	R 0	Mid-Year Assessment EM02/2017 dated 23/01/2017 C16/2017 dated 31/01/2017	1 Follow-up report	None	1	Action Plan Register updated. 1 Progress report submitted		Action Plan Register updated. 1 Progress report submitted						Action Plan Register. Progress report. Minutes
													2	2	Action Plan Register updated. 1 Progress report submitted		Action Plan Register updated. 1 Progress report submitted						
													3	3	Action Plan Register updated. 1 Progress report submitted. 1 Progress report on the updated action plan register to the Audit Committee		1 Progress report on the IA action plan register to Audit Committee						
													4	4	Action Plan Register updated. 1 Progress report submitted. 1 Progress report on the updated action plan register to the Audit Committee		1 Progress report on the IA action plan register to Audit Committee						
Operational	N/A	IA4	M Seero	Good Governance and Public Participation	Good Governance	2.64%	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 2017	R 0		4 Activity reports issued	None	1	1		1						4 Activity Reports. Audit Committee minutes. Proof of submission to
													2	2	1		1						
													3	3	1		1						
													4	4	1		1						

Operational	N/A	IA5	M Seero	Good Governance and Public Participation	Good Governance	2.64%	To adopt the Internal Audit Charter to comply with legislation	Reviewed IA Charter adopted in accordance with IIA standards	Adopting the reviewed IA Charter (2017/18) in accordance with IIA standards by June 2017	R 0	Reviewed 2016/17 Audit Charter adopted by Audit	None	1	-		-						Reviewed 2017/18 Internal Audit Charter. AC approval
													2	-		-						
													3	-		-						
													4	Reviewed 2017/18 Audit Charter adopted		Reviewed 2017/18 Audit Charter					No POE on file	

Operational	N/A	IA6	M Seero	Good Governance and Public Participation	Good Governance	2.64%	To submit a Risk Based Audit Plan to ensure	3-Year Risk Based Audit Plan 2017/18 submitted to the Audit Committee for approval	Submitting a 3-Year Risk Based Audit Plan 2017/18 to the Audit Committee for approval by June 2017	R 0	3 year Risk based plan 2016/17 approved by	None	1	-		-								Risk Based Audit Plan approved by Audit Committee.
													2	-		-								
													3	-		-								
													4	3-Year Risk Based Audit Plan 2017/18		3-Year Risk Based Audit Plan 2017/18					No POE on file			
Operational	N/A	IA7	M Seero	Municipal Institutional Development and Transformation	Institutional Capacity	2.64%	To conduct quality assurance improvement programme to comply with legislative requirements	Peer-to-peer quality assurance and improvement programme performed	Performing 1 peer-to-peer quality assurance and improvement programme to be submitted to MM and AC by June 2017	R 0	Assessment Report done	None	1	-		-							Request letter.	
													2	-		-							Assessment report. Proof of submission to MM, AC	
													3	-		-								
													4	Assessment Report		Assessment Report								