

FINANCIAL SERVICES SDBIP 2016 / 2017
PERSON RESP: GM:TREASURY - MS S MBILI

SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	Annual Target	Annual Budget Information				Quarterly Performance Targets							
									OPEX	CAPEX	REV.	Funding Source	Q1	Q1 POE	Q2	Q2 POE	Q3	Q3 POE	Q4	Q4 POE
									VOTE	VOTE	VOTE		Q1	Q1 POE	Q2	Q2 POE	Q3	Q3 POE	Q4	Q4 POE
TREA 1	MFVM 1	Financial Viability and Management	Clean Audit	Attainment of Clean Audit Report	N/A	Unqualified	Date Clean Audit Report attained	31-Jan-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	31-Jan-17	AG Audit Report	N/A	N/A	
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00			
TREA 3	MFVM 2		Asset Management	Updated and GRAP compliant Asset Register	N/A	2	Number of Movable Asset Verifications conducted	4	R 0.00	R 0.00	R 0.00	N/A	1	Updated Asset register and appendices	2	Updated Asset register and appendices	3	Updated Asset register and appendices	4	Updated Asset register and appendices
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 4	MFVM 2				N/A	1	Date Immoveable Asset Verification conducted	30-Jun-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	30-Jun-17	Updated Asset register and appendices
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 5	MFVM 2			Reconciliation of the asset register to the GL accounts	N/A	Annually	Number of Updated Asset Registers	12	R 0.00	R 0.00	R 0.00	N/A	3	signed off reconciliations	6	signed off reconciliations	9	signed off reconciliations	12	signed off reconciliations
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 6	MFVM 2			Disposal of Redundant and obsolete assets	N/A	1	Number of public auctions to dispose municipal assets held	2	R 0.00	R 0.00	R 0.00	N/A	0	N/A	0	N/A		N/A	1	Letter of award , Council Resolution, Advert and Auctioneers Report
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 7	MFVM 2				N/A	0	Number of Ad-Hoc disposal of assets by Donation	2	R 0.00	R 0.00	R 0.00	N/A	0	N/A	0	N	1	Council Resolution	2	Council Resolution
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 9	MFVM 2			Insurance claims submitted internally	N/A	0	Turn-around time taken to report insurable incidents internally	1 working day	R 0.00	R 0.00	R 0.00	N/A	1	Departmental Control Sheet	1	Departmental Control Sheet	1	Departmental Control Sheet	1	Departmental Control Sheet
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 10	MFVM 2			Submit the completed signed claim form with the supporting documents	N/A	0	Turn-around time of reporting the incident internally	5 working days	R 0.00	R 0.00	R 0.00	N/A	1	Departmental Control Sheet	1	Departmental Control Sheet	1	Departmental Control Sheet	1	Departmental Control Sheet
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 11	MFVM 2			Lodging the the insurance claim with the insurance company	N/A	0	Turn-around time of lodging the insurance claim	30 calender days	R 0.00	R 0.00	R 0.00	N/A	30 calender days	Insurance claims register	30 calender days	Insurance claims register	30 calender days	Insurance claims register	30 calender days	Insurance claims register
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 12	MFVM 3		Cash Management	Liquidity Ratio	NA	1.0:1	Improved Liquidity Ratio	1.5:1	R 0.00	R 0.00	R 0.00	N/A	1.5:1	Calculations	1.5:1	Calculations	1.5:1	Calculations	1.5:1	Calculations
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 13	MFVM 3			Improve Cash Coverage Ratio	NA	00:00	Improved Liquidity in months	3 months	R 0.00	R 0.00	R 0.00	N/A	3 months	Calculations	3 months	Calculations	3 months	Calculations	3 months	Calculations
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 14	MFVM 3			Cash Backed Reserves	NA	00:00	Percentage Improved Liquidity	100	R 0.00	R 0.00	R 0.00	N/A	100	Calculations	100	Calculations	09-Apr-00	Calculations	100	Calculations
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 15	MFVM 3			Debt to Operating Revenue	NA		Percentage Improved Liquidity	45	R 0.00	R 0.00	R 0.00	N/A	0	N/A	0	N/A	0	N/A	45	Calculations
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 17	MFVM 3				NA		Number of meetings with the bankers for improved quality of bankig services	2	R 0.00	R 0.00	R 0.00	N/A	0	N/A	0	N/A	1	Attendance register and minutes	2	Attendance register and minutes
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	

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									VOTE	VOTE	VOTE		Q1	Q1 POE	Q2	Q2 POE	Q3	Q3 POE	Q4	Q4 POE
TREA 18	MFVM 4	Financial Viability and Management	Liability Management	Capital Costs to Operating Expenditure			Percentage Capital Costs to Operating Expenditure	6 - 8	R 0.00	R 0.00	R 0.00	N/A	6 - 8 %	Calculation from TB figures	6 - 8 %	Calculation from TB figures	6 - 8 %	Calculation from TB figures	6 - 8 %	Calculation from TB figures
TREA 19	MFVM 4		Management of Loans and Investments			Number of loans on investment registers updated	4	R 0.00	R 0.00	R 0.00	N/A	1	Copy of register signed as proof of review	2	Copy of register signed as proof of review	3	Copy of register signed as proof of review	4	Copy of register signed as proof of review	
TREA 20	MFVM 5		Supply Chain management	Reduction of irregular Expenditure	N/A	8%	Percentage of Irregular expenditure incurred of the total actual municipal expenditure	1.5	R 0.00	R 0.00	R 0.00	N/A	1.5	Register of irregular expenditure	1.5	Register of irregular expenditure	1.5	Register of irregular expenditure	1.5	Register of irregular expenditure
TREA 21	MFVM 5	Inventory Management		N/A	2	Number of Stock takes conducted	2	R 0.00	R 0.00	R 0.00	N/A	0	N/A	1 stock take	Stock take report	0	N/A	1 stock take	Stock take report	
TREA 22	MFVM 5	Vendor Management		N/A	12	Frequency Vendor database reviewed	Monthly	R 0.00	R 0.00	R 0.00		3 monthly reviews	Exception report - Change log report	3 monthly reviews	Exception report - Change log report	3 monthly reviews	Exception report - Change log report	3 monthly reviews	Exception report - Change log report	
TREA 23	MFVM 5			NA	New	Percentage compliance with Vendor Management Committee resolution	100	N/A	N/A	N/A	N/A	100%	Report on implementation of resolutions	100%	Report on implementation of resolutions	100%	Report on implementation of resolutions	100%	Report on implementation of resolutions	
TREA 24	MFVM 5	Vendor Management		N/A	4	Number of Quarterly Reviews of Financial Systems' Vendor Performance	4	N/A	N/A	N/A	N/A	1	Attendance Register and Minutes	2	Attendance Register and Minutes	3	Attendance Register and Minutes	4	Attendance Register and Minutes	
TREA 25	MFVM 5	Supply Chain management	Demand Management	N/A	Nil	Date Procurement Plan approved	01-Jul-16	R 0.00	R 0.00	R 0.00	Nil Required	01-Jul-16	Resolution for Adoption, Manco/ Extended Manco	N/A	N.A	N/A	N/A		N/A	
TREA 34	MFVM 5		Contract Management	N/A	0	Turnaround time for BSC to Advert	14 days	R 0.00	R 0.00	R 0.00	Nil Required	14 day	Tender Tracking Register	14 days	Tender Tracking Register	14 days	Tender Tracking Register	14 days	Tender Tracking Register	
TREA 35	MFVM 5			N/A	0	Turnaround time from advert to the Tender closing	30 days	R 0.00	R 0.00	R 0.00	Nil Required	30 days	Tender Tracking Register	30 days	Tender Tracking Register	30 days	Tender Tracking Register	30 days	Tender Tracking Register	
TREA 36	MFVM 5		N/A	75 days from Tender closing	Turnaround time from the closing of Tender to the awarding of contract	90 calendar days	R 0.00	R 0.00	R 0.00	N/A	90 days	Tender Tracking Register	90 days	Tender Tracking Register	90 days	Tender Tracking Register	90 days	Tender Tracking Register		
TREA 37	MFVM 5		N/A	Nil	Frequency of Contract register updates	Monthly	R 0.00	R 0.00	R 0.00	N/A	3	Contract register	6	Contract register	9	Contract register	12	Contract register		
TREA 38	MFVM 6	Budget Management and Reporting	Ensure Financial Reporting Compliance	N/A	2	Number of Annual Financial Statement compiled	2	R 70 000.00	R 0.00	R 0.00	N/A	2	Audit Commutee resolution	N/A	N/A	N/A	N/A	N/A	N/A	
TREA 39	MFVM 6			N/A	31-Aug-15	Date Annual Financial Statements submitted to Auditor General	31-Aug-16	R 0.00	R 0.00	R 0.00	N/A	31-Aug-16	Letter of confirmation from the AG	N/A	N/A	N/A	N/A	N/A	N/A	
TREA 40	MFVM 6		N/A	30-Sep-15	Date Consolidated Annual Financial Statements submitted to the Auditor General	30-Sep-16	R 0.00	R 0.00	R 0.00	N/A	30-Sep-16	Letter of confirmation from the AG	N.A	N/A	N.A	N/A	N.A	N/A		

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									OPEX VOTE	CAPEX VOTE	REV. VOTE	Funding Source	Q1	Q1 POE	Q2	Q2 POE	Q3	Q3 POE	Q4	Q4 POE
TREA 41	MFVM 6	Financial Viability and Management	Budget Management and Reporting		N/A	1	Number of Quarterly Financial Statements compiled	2	N/A	N/A	N.A	N/A	N/A	N/A	N/A	N/A	1	Complete set of AFS	2	Complete set of AFS
									R 0.00	R 0.00	R 0.00		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 42	MFVM 6			Controlled Unauthorised Expenditure	N/A	0.5	Controlled Unauthorised Expenditure as a percentage of Total Actual Expenditure	0.5	R 0.00	R 0.00	R 0.00		0.5	Register of Unauthorised Expenditure	0.5	Register of Unauthorised Expenditure	0.5	Register of Unauthorised Expenditure	0.5	Register of Unauthorised Expenditure
									N/A	N/A	N.A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 43	MFVM 6			Adoption of Annual Budget	N/A	31-Aug-15	Date Budget Process Plan approved	31-Aug-16	R 0.00	R 0.00	R 0.00	N/A	31-Aug-16	Council resolution	N/A	N/A	N/A	N/A	N/A	N/A
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 44	MFVM 6				N/A	26-May-16	Date Annual Budget adopted by Council	31-May-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	Tabling of Draft Budget in Council	Council resolution Noting the Draft Budget	31-May-17	Council Resolution
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 45	MFVM 6				N/A	28-Feb-16	Date Adjustment Budget adopted by Council	28-Feb-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	28-Feb-17	Council resolution	N/A	n/a
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 46	MFVM 6				N/A	26-May-16	Date Reviewed Budget Policy adopted	31-May-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	Draft policies developed	Draft policy	31-May-17	Council resolution
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 47	MFVM 6				N/A	26-May-16	Date Reviewed Virement Policy adopted	31-May-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	Draft policy developed	Draft policy	31-May-17	Council resolution
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 48	MFVM 6				N/A	26-May-16	Date Reviewed Cash and Investment Policy adopted	31-May-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	Draft policy developed	Draft policy	31-May-17	Council resolution
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 49	MFVM 6				N/A	26-May-16	Date Reviewed Assets management Policy adopted	31-May-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	Draft policy developed	Draft policy	31-May-17	Council resolution
									N/A	N/A	N.A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 50	MFVM 6				N/A	26-May-16	Date Reviewed Funding and Reserves Policy adopted	31-May-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	Draft policy developed	Draft policy	31-May-17	Council resolution
									N/A	N/A	N/A		R 0.00		R 0.00		N/A		R 0.00	
TREA 52	MFVM 6				N/A	26-May-16	Date Reviewed Credit Control and Debt Collection Policy adopted	31-May-17	N/A	N/A	N/A	N/A	R 0.00	N/A	R 0.00	N/A	R 0.00	Draft policy	R 0.00	Council resolution
													N/A		N/A				31-May-17	
TREA 53	MFVM 6				N/A	26-May-16	Date Reviewed Indigent Policy adopted	31-May-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	Draft policy developed	Draft policy	31-May-17	Council resolution
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 56	MFVM 6				N/A	26-May-16	Date Reviewed Supply Chain Management Policy adopted	31-May-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	Draft policy developed	Draft policy	31-May-17	Council resolution
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 57	MFVM 6				N/A	26-May-16	Date Reviewed Asset Disposal Policy adopted	31-May-17	R 0.00	R 0.00	R 0.00	N/A	N/A	N/A	N/A	N/A	Draft policy developed	Draft policy	31-May-17	Council resolution
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 58	MFVM 6			Ensure Budget Report Compliance	N/A	12	Number Monthly in-year reports produced	12	R 0.00	R 0.00	R 0.00	N/A	3	Letters of submission to National and Provincial Treasury	6	Letters of submission to National and Provincial Treasury	9	Letters of submission to National and Provincial Treasury	12	Letters of submission to National and Provincial Treasury
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 59	MFVM 6				N/A	4	S72 quarterly reports produced	4	R 0.00	R 0.00	R 0.00	N/A	1	Letters of submission to National and Provincial Treasury	2	Letters of submission to National and Provincial Treasury	3	Letters of submission to National and Provincial Treasury	4	Letters of submission to National and Provincial Treasury
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	

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									OPEX	CAPEX	REV.	Funding Source	Q1	Q1 POE	Q2	Q2 POE	Q3	Q3 POE	Q4	Q4 POE		
									VOTE	VOTE	VOTE		Q1	Q1 POE	Q2	Q2 POE	Q3	Q3 POE	Q4	Q4 POE		
TREA 60	MFVM 6	Financial Viability and Management	Adoption of Annual Budget	Ensure Budget Report Compliance	N/A	90%	Percentage Capital Budget Spent	90	R 0.00	R 0.00	R 0.00	N/A	15%	Sec 71 Report	50%	Sec 71 Report	65%	Sec 71 Report	90%	Sec 71 Report		
TREA 61	MFVM 6				N/A	95%	Percentage Operating budget spent	95	R 0.00	R 0.00	R 0.00		N/A		25%		Sec 71 Report		50%		Sec 71 Report	75%
TREA 62	MFVM 7				Revenue Management & Enhancement	Collection ratio as a percentage of billing	N/A	85%	Percentage Increased collection of current debt ratio	85	R 0.00	R 0.00		R 0.00	N/A	85%		Debtors reconciliation	85%	Debtors reconciliation		85%
TREA 63	MFVM 7										N/A	20%	Percentage Reduction in overdue debt	20		R 0.00	R 0.00		R 0.00		N/A	0%
TREA 64	MFVM 7		Billing Management	N/A		85%	Percentage of Urban accounts billed with actual meter readings	85	R 0.00	R 0.00	R 0.00	N/A	50	Readings report	65	Readings report	75	Readings report	85	Readings report		
TREA 65	MFVM 7								N/A	10%	Percentage of Rural accounts billed with actual meter readings		10		R 0.00		R 0.00		R 0.00		N/A	10%
TREA 69	MFVM 8			Expenditure Management		Expenditure Management	N/A	30 days	Turn Around Time Creditors Payment : Creditors paid in time	30 calendar days	R 0.00	R 0.00	R 0.00	N/A	30 calendar days	Creditors age analysis	30 calendar days	Creditors age analysis	30 calendar days	Creditors age analysis		
TREA 70	MFVM 8										N/A	Deductions are paid by the 7 th of each month	Frequency of Employee deductions payments		Monthly		R 0.00		R 0.00		R 0.00	N/A
TREA 71	MFVM 8		N/A				Salaries are paid on the 20 th of each month	Frequency of payment of Salaries	Monthly	R 0.00	R 0.00	R 0.00	N/A	3 monthly payments	Proof of transfer of salaries	3 monthly payments	Proof of transfer of salaries	3 monthly payments	Proof of transfer of salaries and Slaries Reconciliation	3 monthly payments	Proof of transfer of salaries and Slaries Reconciliation	
TREA 72	MFVM 8		N/A				2%	Controlled Fruitless and Wasteful Expenditure as a percentage of Total Actual Expenditure	0.50%	R 0.00	R 0.00	R 0.00		N/A		0.50%		Register of Fruitless and Wasteful Expenditure and Calculations		0.50%		Register of Fruitless and Wasteful Expenditure and Calculations
TREA 73	MFVM 8		BTO Expenditure Management				N/A	Nil	Percentage compliance to submission of invoices within 7 days of receipt of invoice	100	N/A	N/A	N/A		N/A	100%	Monthly Departmental control sheet		100%	Monthly Departmental control sheet	100%	
TREA 74	MFVM 8		Payment of Creditors within 30 days				NA	New	Percentage submission of invoices within 10 days of receipt to Treasury Office	100	N/A	N/A	N/A	N/A	100%	Register for invoices submitted late to creditors section		100%	Register for invoices submitted late to creditors section		100%	Register for invoices submitted late to creditors section
TREA 75	MFVM 8				Grants Management	N/A					0.50%	Percentage Reduction of Unspent Conditional Grants withheld	0		R 0.00		R 0.00	R 0.00		N/A	0.00%	
TREA 76	MFVM9		System Implementation Management		N/A	Nil	Percentage Implementation of mSCOA Compliant Financial System	100	R 0.00	R 7 085 273.00	R 0.00	N/A	0%	N/A	40%	Project Progress Report	60%	Project Progress Report	100%		Project Progress Report	
TREA 77	MFVM9								Data Migration Management	N/A	Nil		Percentage Revenue Data Cleansing and migration to new system		100		R 0.00		R 0.00	R 0.00		N/A

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									VOTE	VOTE	VOTE										
TREA 78	MFVM9	Financial Viability and Management	Systems Management	Ensure mSCOA Compliance	N/A	15%	Percentage Implementation of mSCOA Framework	100	R 2 000 000.00	R 0.00	R 0.00	N/A	40%	Project Progress Report	60%	Project Progress Report	80%	Project Progress Report	100%	Project Progress Report	
									N/A	N/A	N/A		R 800 000.00		R 1 200 000.00		R 1 600 000.00		R 2 000 000.00		
TREA 79	MFVM9			Financial Systems Service Level Agreements	N/A	Nil	Percentage Service and Licence Agreements Management to Financial Systems (SLAs)	100	320740-020-050	N/A	N/A	Internal OPEX	100%	Register of Licences	100%	Register of Licences	100%	Register of Licences	100%	Register of Licences	
								R 0.00	R 0.00	R 0.00	R 0.00		R 0.00		R 0.00		R 0.00				
TREA 80	MFVM9				Financial Systems' User and Admin Access	N/A	4	Number Quarterly Review of Financial Systems' User and Admin Access	4	R 0.00	R 0.00	R 0.00	N/A	1	User and Admin Access Review Reports	2	User and Admin Access Review Reports	3	User and Admin Access Review Reports	4	User and Admin Access Review Reports
										N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 81	MTID 1	Municipal Transformation & Institutional Development	Organisational Performance Management System	OPMS Quarterly Reviews	NA	New	Percentage compliance with submission of performance information	100	R 0.00	R 0.00	R 0.00	N/A	100%	Proof of notification Proof of submission (Email) AND Acknowledgement of receipt of complete information	100%	Proof of notification Proof of submission (Email) AND Acknowledgement of receipt of complete information	100%	Proof of notification Proof of submission (Email) AND Acknowledgement of receipt of complete information	100%	Proof of notification Proof of submission (Email) AND Acknowledgement of receipt of complete information	
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00		
TREA 82	MTID 1			Adoption of Annual Report	NA	New	Percentage compliance with submission of Annual Report compilation	100	N/A	N/A	N/A	100%	Acknowledgement of Submission of information from PMS Office	100%	Acknowledgement of Submission of information from PMS Office	100%	Acknowledgement of Submission of information from PMS Office	NA	NA		
									R 0.00	R 0.00	R 0.00	R 0.00		R 0.00		R 0.00					
TREA 83	MTID 5		Labour Relations			N/A	Nil	Turn-around time of completion of disciplinary matters by departments	3 months	N/A	N/A	N/A	N/A	3	Progress Report on cases (1 quarterly Report)	3	Progress Report on cases (1 quarterly Report)	3	Progress Report on cases (1 quarterly Report)	3	Progress Report on cases (1 quarterly Report)
																		R 0.00		R 0.00	
TREA 84	MTID 5				Disciplinary Management	NA	New	Number of Management/Union meetings by HOD	10	N/A	N/A	N/A	N/A	1	Minutes and Attendance Register	2	Minutes and Attendance Register	3	Minutes and Attendance Register	4	Minutes and Attendance Register
																R 0.00		R 0.00		R 0.00	
TREA 85	MTID 5				NA	New	Number of General Staff meetings	2	N/A	N/A	N/A	N/A	1	Report, Minutes, Attendance Register	NA	NA	2	Report, Minutes, Attendance Register	NA	NA	
															R 0.00		R 0.00		R 0.00		R 0.00
TREA 86	MTID 5				NA	New	Number of Departmental meetings	4	N/A	N/A	N/A	N/A	1	Report, Minutes, Attendance Register	2	Report, Minutes, Attendance Register	3	Report, Minutes, Attendance Register	4	Report, Minutes, Attendance Register	
															R 0.00		R 0.00		R 0.00		R 0.00
TREA 87	MTID 6		Occupational Health and Safety	Compliance to OHS	N/A	Nil	Percentage of Compliance with OHS Act as per checklist	50	N/A	N/A	N/A	N/A	10%	Attendance Register Copy of certificates	20%	Attendance Register Copy of certificates	30%	Attendance Register Copy of certificates	50%	Attendance Register Copy of certificates	
								R 0.00	R 0.00	R 0.00											
TREA 88	MTID 7		Human Resources Administration	Overtime management		N/A	Nil	Percentage compliance on overtime management iro. 40 hour requirement	100	N/A	N/A	N/A	N/A	100%	System Report	100%	System Report	100%	System Report	100%	System Report
																R 0.00		R 0.00		R 0.00	
TREA 89	MTID 7					N/A	Nil	Percentage reduction of overtime costs	20	N/A	N/A	N/A	N/A	5%	System Report	10%	System Report	15%	System Report	20%	System Report
																R 0.00		R 0.00		R 0.00	
TREA 90	MTID 7	Human Resources Administration	Overtime management	N/A	Nil	Percentage compliance on acting appointments iro. 6 months requirement	100	N/A	N/A	N/A	N/A	100%	System Report	100%	System Report	100%	System Report	100%	System Report		
							R 0.00	R 0.00	R 0.00	R 0.00		R 0.00		R 0.00							
TREA 91	MTID 8	Fleet Management	Fleet Management	All wards	0	Percentage compliance with trip authorisation in respect of fleet utilisation	100	N/A	N/A	N/A	N/A	100%	Summary report of Trip authorisations compliance	100%	Summary report of Trip authorisations compliance	100%	Summary report of Trip authorisations compliance	100%	Summary report of Trip authorisations compliance		
							R 0.00	R 0.00	R 0.00	R 0.00		R 0.00									

FINANCIAL SERVICES SDBIP 2016 / 2017 PERSON RESP: GM:TREASURY - MS S MBILI																				
SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	Annual Target	Annual Budget Information				Quarterly Performance Targets							
									OPEX	CAPEX	REV.	Funding Source	Q1	Q1 POE	Q2	Q2 POE	Q3	Q3 POE	Q4	Q4 POE
									VOTE	VOTE	VOTE									
TREA 92	MTID 8	Municipal Transformation & Institutional Development	Services		All wards	0	Percentage reduction consumption of fuel	20	N/A	N/A	N/A	N/A	5%	Fuel consumption report	10%	Fuel consumption report	15%	Fuel consumption report	20%	Fuel consumption report
									R 0.00	R 0.00	R 0.00		R 0.00		R 0.00		R 0.00			
TREA 93	MTID 9		Secretariat Services	Resolutions Dissemination	N/A	Nil	Percentage compliance on implementation of Council, EXCO, Manco and Extended MANCO resolutions	100	N/A	N/A	N/A	N/A	100%	Compliance report by Secretariat	100%	Compliance report by Secretariat	100%	Compliance report by Secretariat	100%	Compliance report by Secretariat
									R 0.00	R 0.00	R 0.00		R 0.00		R 0.00		R 0.00			
TREA 94	MTID 16		Legal Compliance	Contract Administration	All wards	Nil	Percentage compliance to contractual obligations, 1 report per quarter	100	N/A	N/A	N/A	N/A	100%	Quarterly report	100%	Quarterly report	100%	Quarterly report	100%	Quarterly report
										R 0.00	R 0.00		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 95	MTID 16			Litigation cases instituted against municipality	All wards	Nil	Percentage compliance with one week time-frame on litigation cases instituted against municipality	100	N/A	N/A	N/A	N/A	100%	Proof of submission (Email)	100%	Proof of submission (Email)	100%	Proof of submission (Email)	100%	Proof of submission (Email)
										R 0.00	R 0.00		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 96	GGPP 2	Good Governance and Public Participation	District Wide Intergovernmental Relations	Functional IGR Structures	All wards	Nil	Percentage compliance on submission of IGR reportst within the required time-frames	100	N/A	N/A	N/A	N/A	100%	Proof of notification and submission (Email)	100%	Proof of notification and submission (Email)	100%	Proof of notification and submission (Email)	100%	Proof of notification and submission (Email)
									R 0.00	R 0.00	R 0.00		R 0.00		R 0.00		R 0.00			
TREA 97	GGPP 8		Internal Auditing	Monitoring Implementation of AG (SA) Management Corrective Action Plan	All wards	Nil	Percentage reduction of AG queries	100	N/A	N/A	N/A	N/A	0%	Internal audit Report	0%	Internal audit Report	30%	Internal audit Report	80%	Internal audit Report
									R 0.00	R 0.00	R 0.00		R 0.00		R 0.00		R 0.00			
TREA 98	GGPP 13		Back to Basics	Implementation of Back to Basics Programme	All wards	Nil	Back to basics reports submitted	16	N/A	N/A	N/A	N/A	4	Report Proof of submission AND acknowledgement of completeness	8	Report Proof of submission AND acknowledgement of completeness	12	Report Proof of submission AND acknowledgement of completeness	16	Report Proof of submission AND acknowledgement of completeness
											R 0.00		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 99	GGPP 13				NA	New	Implementation of back to basics support plan	100	N/A	N/A	N/A	N/A	100%	Report Proof of submission AND acknowledgement of completeness	100%	Report Proof of submission AND acknowledgement of completeness	100%	Report Proof of submission AND acknowledgement of completeness	100%	Report Proof of submission AND acknowledgement of completeness
									R 0.00	R 0.00	R 0.00		R 0.00		R 0.00		R 0.00			
TREA 100	BSD 4	Basic Service Delivery	Non Revenue Water Reduction	Water Meters Read	All wards	85	Percentage of Urban Water Meters read	87	R 0.00	R 0.00	R 0.00	N/A	0	Meter reading exception report (Root-master)	87	Meter reading exception report (Root-master)	87	Meter reading exception report (Root-master)	87	Meter reading exception report (Root-master)
									N/A	N/A	N/A		R 0.00		R 0.00		R 0.00		R 0.00	
TREA 102	BSD 4			Free basic water and indigent support	Households receiving	N/A		Percentage Households registered on the indigent register receiving support	100	R 0.00	R 0.00	R 0.00	N/A	100%	Indigent register	100%	Indigent register	100%	Indigent register	100%
								N/A	N/A	N/A	R 0.00	R 0.00		R 0.00		R 0.00				
END																				

INDICATORS:	
	REGULATED : Local Government: Municipal Planning and Performance Management Regulations, 2001
	Unique Municipal Department Indicator
	Municipal Cross Cutting Indicators

NAME OF OFFICIAL: Sibongile Mbili
SIGNATURE OF OFFICIAL:
DESIGNATION OF OFFICIAL: General Manager Financial Services
DATE:

NAME OF OFFICIAL: Zandile Maphumulo
SIGNATURE OF OFFICIAL:
DESIGNATION OF OFFICIAL: Manager Assets
DATE:

FINANCIAL SERVICES SDBIP 2016 / 2017																				
PERSON RESP: GM:TREASURY - MS S MBILI																				
SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	Annual Target	Annual Budget Information				Quarterly Performance Targets							
									OPEX	CAPEX	REV.	Funding Source	Q1	Q1 POE	Q2	Q2 POE	Q3	Q3 POE	Q4	Q4 POE
									VOTE	VOTE	VOTE									

NAME OF OFFICIAL: Fani Van Rooyen
SIGNATURE OF OFFICIAL:
DESIGNATION OF OFFICIAL: Manager Equity and Accounts
DATE:

NAME OF OFFICIAL: Nokuthula Shlongonyana
SIGNATURE OF OFFICIAL:
DESIGNATION OF OFFICIAL: Manager Revenue
DATE:

NAME OF OFFICIAL: Ntokozo Mkhize
SIGNATURE OF OFFICIAL:
DESIGNATION OF OFFICIAL: Manager Supply Chain Management
DATE:

NAME OF OFFICIAL: Charl Wilcocks
SIGNATURE OF OFFICIAL:
DESIGNATION OF OFFICIAL: Manager PMU Finance
DATE:

NAME OF OFFICIAL: Fano Ngubane
SIGNATURE OF OFFICIAL:
DESIGNATION OF OFFICIAL: Manager Budget Office
DATE: