

TREASURY SDBIP 2017 / 2018																				
PERSON RESPONSIBLE: GENERAL MANAGER - MS S NGILANDE																				
NO.	Strategic Objective	IDP Ref	SDBIP Ref.	Measurable Objective / Output	Key Performance Indicator	Baseline	Demand	Backlog	Annual Target	Annual Actual Achieved to Date	Quarterly Target and Actual Achieved		Progress, Challenges & Remedial			Financial Implication		Location (Ward / LM)	POE	AUDITORS COMMENTS
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	MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT																			
TREA 1	Optimised Asset and Insurance Management services	MFVM 5.1	MFVM 5.1.1	Updated and GRAP compliant Asset Register	Number of Movable Asset Verifications conducted	4	N/A	N/A	4	1	1	1	Achieved	N/A	N/A	N/A	N/A	Whole District	Updated Asset register and appendices	√
TREA 3	Optimised Asset and Insurance Management services	MFVM 5.2	MFVM 5.2.1	Reconciliation of the asset register to the GL accounts	Number of Updated Asset Registers	12	N/A	N/A	12	3	3	3	Achieved	N/A	N/A	N/A	N/A	Whole District	Asset register Appendix	√
TREA 5		MFVM 5.4	MFVM 5.4.1	Percentage insurance cover for municipal assets	Percentage insurance cover for municipal insurable assets	100%	N/A	N/A	100%	100%	100%	100%	Achieved	N/A	N/A	N/A	N/A	Whole District	Insurance Policy Document	√
TREA 6			Optimised Asset and Insurance Management services	MFVM 5.4.2	Lodging the insurance claim with the insurance company	Turn-around time of lodging the insurance claim	30 calendar days	N/A	N/A	30 calendar days	30 Calendar Days	30 calendar days	30 Calendar Days	Achieved	N/A	N/A	N/A	N/A	Whole District	Insurance claims register
TREA 7	Improve Budgeting and Reporting	MFVM 3.5	MFVM 3.5.1	Liquidity Ratio	Improved Liquidity Ratio	1.5:1	N/A	N/A	1.5:1	3.38:1	1.5:1	3.38:1	Achieved	None	None	N/A	N/A	NA	Calculations	√
TREA 8			MFVM 3.5.2	Improve Cash Coverage Ratio	Improved Liquidity in months	3 months	N/A	N/A	3 months	2.78 months	3 months	2.78 months	Not Achieved	Expenditure has increased	Improve measures on spending plans	N/A	N/A	NA	Calculations	Not Achieved revised timeframes are not recorded in this none achieved target.
TREA 9	Improve Budgeting and Reporting	MFVM 3.5	MFVM 3.5.3	Cash Backed Reserves	Percentage Improved Liquidity	100%	N/A	N/A	100%	100%	100%	100%	Achieved	None	None	N/A	N/A	NA	Calculations	√
TREA 10			MFVM 3.5.4	Debt to Operating Revenue	Percentage Improved Liquidity	45%	N/A	N/A	45%	49%	45%	49%	Achieved	None	None	N/A	N/A	NA	Calculations	√
TREA 11			MFVM 3.5.5	Management of Banking Services - Cash Banking	Number of meetings with the bankers for improved quality of banking services		N/A	N/A	4	1	1	1	Achieved	None	None	N/A	N/A	NA	Attendance register and minutes	√
TREA 12	Optimise expenditure and get better returns on investment	MFVM 2.4	MFVM 2.4.1	Capital Costs to Operating Expenditure	Percentage Capital Costs to Operating Expenditure		N/A	N/A	6 - 8%	0.48%	6 - 8 %	0.48%	Achieved	None	None	N/A	N/A	NA	Calculations	√
TREA 13	Optimise expenditure and get better returns on investment	MFVM 2.1	MFVM 2.1.1	Management of Loans and Investments	Number of updated loans on Investment Registers		N/A	N/A	4	1	1	1	Achieved	None	None	N/A	N/A	NA	Copy of register signed as proof of review	√
TREA 14		MFVM 2.9	MFVM 2.9.1	Reduction of irregular Expenditure	Irregular expenditure as a percentage of total actual expenditure	1.5%	N/A	N/A	1.5%	0%	1.5%	0%	Achieved	N/A	N/A	N/A	N/A	N/A	Register of irregular expenditure	√

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TREA 16	Optimise expenditure and get better returns on investment	MFVM 2.8	MFVM 2.8.1	Vendor Management	Frequency Vendor database reviewed	12	N/A	N/A	12	3	3 monthly reviews	3	Achieved	N/A	N/A	N/A	N/A	N/A	Exception report - Change log report	√	
TREA 17			MFVM 2.8.2	Demand Management	Date Procurement Plan approved	Nil	N/A	N/A	01-Jul-17	28/06/2017	01-Jul-17	28/06/2017	Achieved	N/A	N/A	N/A	N/A	N/A	Resolution for Adoption, Manco/ Extended Manco	√	
TREA 18			MFVM 2.8.3	Contract Management	Turnaround time for BSC to Advert	14 days	N/A	N/A	14 days	13.25 days	14 days	13.25 days	Achieved	N/A	N/A	N/A	N/A	N/A	Tender Tracking Register	√	
TREA 19	MFVM 2.8.4	Turnaround time from advert to the Tender closing	30 days		N/A	N/A	30 days	22.75 days	30 days	22.75 days	Achieved	N/A	N/A	N/A	N/A	N/A	Tender Tracking Register	√			
TREA 20	MFVM 2.8.5	Turnaround time from the closing of Tender to the awarding of contract	90 calendar days		N/A	N/A	90 calendar days	36.75 days	90 calendar days	36.75 days	Achieved	N/A	N/A	N/A	N/A	N/A	Tender Tracking Register	√			
TREA 21	MFVM 2.8.6	Frequency of Contract register updates	Monthly		N/A	N/A	12	3 updates	3 updates	3 updates	Achieved	N/A	N/A	N/A	N/A	N/A	Contract register	√			
TREA 22	Improve Budgeting and Reporting	MFVM 3.3	MFVM 3.3.1	Ensure Financial Reporting Compliance	Number of Annual Financial Statement compiled	2	N/A	N/A	2	2	2	2	Achieved	N/A	N/A	N/A	N/A	N/A	Audit Committee resolution	√	
TREA 23			MFVM 3.3.2		Date Annual Financial Statements submitted to Auditor General	31-Aug-16	N/A	N/A	31-Aug-17	31-Aug-17	31-Aug-17	31-Aug-17	Achieved	N/A	N/A	N/A	N/A	N/A	Letter of confirmation from the AG	√	
TREA 24			MFVM 3.3.3		Date Consolidated Annual Financial Statements submitted to the Auditor General	30-Sep-16	N/A	N/A	30-Sep-17	29-Sep-17	30-Sep-17	29-Sep-17	Achieved	N/A	N/A	N/A	N/A	N/A	Letter of confirmation from the AG	√	
TREA 26	Optimise expenditure and get better returns on investment	MFVM 2.5	MFVM 2.5.1	Controlled Unauthorised Expenditure	Controlled Unauthorised Expenditure as a percentage of Total Actual Expenditure	0.5%	N/A	N/A	0.5%	0%	0.5%	0%	Achieved	N/A	N/A	N/A	N/A	N/A	Register of Unauthorised Expenditure	√	
TREA 27	Improve Budgeting and Reporting	MFVM 3.3	MFVM 3.3.5	Adoption of Annual Budget	Date Budget Process Plan approved	31-Aug-16	N/A	N/A	31-Aug-17	24-Aug-17	31-Aug-17	24-Aug-17	Achieved	N/A	N/A	N/A	N/A	N/A	Council resolution	√	
MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT																					
TREA 42	Improve Budgeting and Reporting	MFVM 3.3	MFVM 3.3.1	Ensure Budget Report Compliance	Number Monthly in-year reports produced	12	N/A	N/A	12	3	3	3	Achieved	N/A	N/A	N/A	N/A	N/A	Letters of submission to National and Provincial Treasury	√	
TREA 43			MFVM 3.3.2		S72 quarterly reports produced	4	N/A	N/A	4	1	1	1	Achieved	N/A	N/A	N/A	N/A	N/A	Letters of submission to National and Provincial Treasury	√	

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TREA 44	Improve Budgeting and Reporting	MFVM 3.3	MFVM 3.3.3	Ensure Budget Report Compliance	Percentage Capital Budget Spent	90%	N/A	N/A	90%	19%	15%	19%	Achieved	N/A	N/A	N/A	N/A	N/A	Sec 71 Report and Calculations	√
TREA 45	Optimise expenditure and get better returns on investment	MFVM 2.3	MFVM 2.3.1		Percentage Operating budget spent	95%	N/A	N/A	95%	20%	25%	20%	Achieved	N/A	N/A	N/A	N/A	N/A	S71 reports and calculations	√
TREA 46	Increase income	MFVM 1.1	MFVM 1.1.1	Collection ratio as a percentage of billing	Percentage Increased collection of current debt ratio	85%	N/A	N/A	85%	73%	95%	73%	Not achieved	Inaccurate book debt as not all meters have been read, shortage of technical personnel to do restrictions and disconnections	Implementation of Revenue Enhancement Strategy	N/A	N/A	N/A	Debtors reconciliation	Not Achieved revised timeframes are not recorded in this none achieved target.
TREA 47		MFVM 1.2	MFVM 1.2.1	Percentage Reduction in overdue debt	Percentage Reduction in overdue debt	20%	N/A	N/A	20%	0%	0%	2%	Not achieved	Inaccurate book debt as not all meters have been read, shortage of technical personnel to do restrictions and disconnections	Implementation of Debt Reduction Strategy	N/A	N/A	N/A	Debtors reconciliation	Not Achieved revised timeframes are not recorded in this none achieved target.
TREA 48			MFVM 1.2.2	Billing Management	Percentage of Urban accounts billed with actual meter readings	85%	N/A	N/A	85%	67%	50%	67%	Achieved	N/A	N/A	N/A	N/A	N/A	Readings report	√
TREA 49	Increase income	MFVM 1.2	MFVM 1.2.3		Percentage of Rural accounts billed with actual meter readings	10%	N/A	N/A	10%	10%	10%	10%	Achieved	N/A	N/A	N/A	N/A	N/A	Readings report	√
TREA 50	Optimise expenditure and get better returns on investment	MFVM 2.7	MFVM 2.7.1	Expenditure Management	Turn Around Time Creditors Payment : Creditors paid in time	30 days	N/A	N/A	30 calendar days	30 Calendar days	30 calendar days	30 Calendar days	Achieved	N/A	N/A	N/A	N/A	N/A	Creditors age analysis	√
TREA 51			MFVM 2.7.2		Frequency of Employee deductions payments	Monthly	N/A	N/A	Monthly	monthly	3 monthly payments	monthly	Achieved	N/A	N/A	N/A	N/A	N/A	Proof of payment and Reconciliation	√
TREA 52			MFVM 2.7		MFVM 2.7.3	Frequency of payment of Salaries	Monthly	N/A	N/A	Monthly	monthly	3 monthly payments	monthly	Achieved	N/A	N/A	N/A	N/A	N/A	Proof of transfer of salaries and Salaries Reconciliation
TREA 53	Optimise expenditure and get better returns on investment	MFVM 2.5	MFVM 2.5.1	Reduction of Fruitless and Wasteful Expenditure	Controlled Fruitless and Wasteful Expenditure as a percentage of Total Actual Expenditure	5%	N/A	N/A	5%	0.00%	0.50%	0.00%	Achieved	N/A	N/A	N/A	N/A	N/A	Register of Fruitless and Wasteful Expenditure and Calculations	√
TREA 54		MFVM 2.7	MFVM 2.7.4	Payment of Creditors within 30 days	Percentage submission of invoices within 10 days of receipt to Treasury Office	New	N/A	N/A	100	100%	100%	100%	Achieved	N/A	N/A	N/A	N/A	N/A	Monthly Departmental control sheet	√
TREA 55	Optimise	MFVM 2.2	MFVM 2.2.1	Grants Management	Percentage Reduction of Unspent Conditional Grants withheld	0.50%	N/A	N/A	0	0.00%	0.00%	0.00%	Achieved	N/A	N/A	N/A	N/A	N/A	DORA payment schedule	√
TREA 56	Optimise Systems and operations	MFVM 2.25	MFVM 2.25.1	Financial Systems Service Level Agreements	Percentage Service and Licence Agreements Management to Financial Systems (SLAs)	Nil	N/A	N/A	100	100%	100%	100%	Achieved	N/A	N/A	N/A	N/A	N/A	Register of Licences	√

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TREA 57		MFVM 2.24	MFVM 2.24.1	Financial Systems' User and Admin Access	Number Quarterly Review of Financial Systems' User and Admin Access	4	N/A	N/A	4	1	1	1	Achieved	N/A	N/A	N/A	N/A	N/A	User and Admin Access Review Reports	✓
TREA 58		GGPP 1.2	GGPP 1.2.1	Full Council resolutions implemented	Percentage of APPLICABLE council resolutions implemented	new	N/A	N/A	100%	100%	100%	100%	Achieved	N/A	N/A	N/A	N/A	ALL	Secretariat report	✓
END OF TREASURY SDBIP																				