



MOHOKARE
LOCAL MUNICIPALITY

2015/2016 SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN - SDBIP

INTRODUCTION

Service Delivery and Budget Implementation Plan (SDBIP) details the implementation of service delivery and the budget for the financial year in compliance with the Municipal Finance Management Act(MFMA), 2003 (Act 56 of 2003).

To implement the budget the SDBIP serves as an understanding between the administration, Council, and the community, on how the implementation of the budget will give effect to the achievement of the goals and objectives set by the council to meet the needs of the community during the applicable financial year.

The SDBIP facilitates the process of holding management accountable for their performance. It provides the basis for measuring performance in the delivery of services.

It gives effect to the Integrated Development Plan (IDP) and the budget of the municipality. The budget gives effect to the strategic priorities of the municipality and is not a management plan.

The three most important components of the SDBIP are:-

- Monthly projections of Revenue to be collected from each source
- Monthly projections of Operating and Capital expenditure and revenue per vote; and
- Quarterly projections of Service Delivery Targets and Performance Indicators for each vote.

LEGISLATIVE REQUIREMENTS

In terms of the provisions of the Local Government: Municipal Finance Management Act, 2003, all municipalities should prepare and adopt the SDBIP. Section 1 of the MFMA describes the SDBIP as a detailed plan approved by the mayor of a municipality in terms of section 53(1)(c) (ii) for the implementation of the municipality's service delivery and execution of its annual budget.

MFMA Extract

Definition

“service delivery and budget implementation plan’ means a detailed plan approved by the mayor of a municipality in terms of section 53(1)(c)(ii) of the Municipal Finance Management Act(MFMA) for implementing the municipality's delivery of municipal services and its annual budget—

- (a) Projections for each month of—
 - (i) Revenue to be collected, by source;
 - (ii) operational and capital expenditure, by vote;

Mohokare Local Municipality SDBIP 2015/2016

(b) service delivery targets and performance indicators for each quarter; and

(c) any other matters that may be prescribed, and includes any revision of such plan by the mayor in terms of section 54(1)(c) of the MFMA;

REPORTING ON THE SDBIP

This section covers reporting on the SDBIP as a way of linking the SDBIP with the oversight and monitoring operations of the administration.

A series of reporting requirements are outlined in the MFMA. Both the mayor and the accounting officer have clear roles to play in preparing and presenting these reports.

The SDBIP provides an excellent basis for generating the reports for which MFMA outlines very clear outlines. The reports then allow the Councillors of the Mohokare Local Municipality to monitor the implementation of service delivery programs and initiatives across the municipality.

MONTHLY REPORTING

Section 71 of the MFMA stipulates that reporting on actual revenue targets and spending against the budget should occur on a monthly basis. This reporting must be conducted by the accounting officer of a municipality not later than 10 working days, after the end of each month.

Reporting must include the following:

- i. actual revenue, per source;
- ii. actual borrowings;
- iii. actual expenditure, per vote;
- iv. actual capital expenditure, per vote;
- v. the amount of any allocations received

If necessary, explanation of the following must be included in the monthly reports:

- a. any material variances from the municipality's projected revenue by source, and from the municipality's expenditure projections per vote
- b. any material variances from the service delivery and budget implementation plan and;
- c. any remedial or corrective steps taken or to be taken to ensure that the projected revenue and expenditure remain within the municipalities approved budget.

QUARTERLY REPORTING

Section 52 (d) of the MFMA compels the mayor to submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality within 30 days of the end of each quarter. The quarterly performance projections captured in the SDBIP form the basis for the mayor's quarterly report.

MID-YEAR REPORTING

Section 72 (1) (a) of the MFMA outlines the requirements for mid-year reporting. The accounting officer is required by the 25th January of each year to assess the performance of the municipality during the first half of the year taking into account –

- (i) the monthly statements referred to in section 71 of the first half of the year;
- (ii) the municipalities service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan;
- (iii) the past year's annual report, and progress on resolving problems identified in the annual report; and
- (iv) the performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities.

Based on the outcomes of the mid-year budget and performance assessment report, an adjustments budget may be tabled if actual revenue or expenditure amounts are materially different from the projections contained in the budget or the SDBIP.

The SDBIP is also a living document and may be modified based on the mid-year performance review. Thus the SDBIP remains a kind of contract that holds the municipality accountable to the community.

NATIONAL TREASURY, CIRCULAR No.13.


Circular 13 of the National Treasury outlines the framework for municipalities to prepare SDBIP. The SDBIP of Mohokare has been prepared in terms of the provisions of the Circular 13.


According to Section 53 of the MFMA, the Mayor is expected to approve the SDBIP within 28 days after the approval of the budget.

Approval of the Service Delivery and Budget Implementation Plan

According to Section 54 of the MFMA, the Mayor must consider, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budgets.

The SDBIP performance targets need to be revised and approved by council, hence the submission of the adjusted SDBIP

SUBMITTED BY:  _____ **(MUNICIPAL MANAGER)**
DATE : 25 February 2016

APPROVED BY :  _____ **(MAYOR)**
DATE : 25 February 2016

FS163 Mohokare - Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote) -

Vote Description <i>[Insert departmental structure etc]</i>	Ref	Budget Year 2015/16									Budget Year +1 2016/17	Budget Year +2 2017/18
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
<i>R thousands</i>		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
Revenue by Vote	1											
Vote 1 - COUNCIL & EXECUTIVE		6 368	-	-	-	-	-	-	-	6 368	6 315	6 299
Vote 2 - FINANCE		38 233	-	-	-	-	-	(1 757)	(1 757)	36 475	36 788	39 167
Vote 3 - CORPORATE SERVICES		7 746	-	-	-	-	-	(77)	(77)	7 669	7 710	7 762
Vote 4 - COMMUNITY SERVICES		11 878	-	-	-	-	-	219	219	12 097	11 980	12 187
Vote 5 - TECHNICAL SERVICES		175 378	-	-	-	-	-	(10 300)	(10 300)	165 078	160 814	129 191
Vote 6 - [NAME OF VOTE 6]		-	-	-	-	-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 7]		-	-	-	-	-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	239 603	-	-	-	-	-	(11 915)	(11 915)	227 688	223 606	194 607
Expenditure by Vote	1											
Vote 1 - COUNCIL & EXECUTIVE		14 500	-	-	-	-	-	939	939	15 439	14 671	15 535
Vote 2 - FINANCE		23 900	-	-	-	-	-	3 693	3 693	27 593	24 986	26 427
Vote 3 - CORPORATE SERVICES		10 001	-	-	-	-	-	1 780	1 780	11 781	10 463	11 099
Vote 4 - COMMUNITY SERVICES		11 687	-	-	-	-	-	(2 027)	(2 027)	9 660	12 248	12 971
Vote 5 - TECHNICAL SERVICES		108 328	-	-	-	-	-	549	549	108 877	112 311	118 935
Vote 6 - [NAME OF VOTE 6]		-	-	-	-	-	-	-	-	-	-	-

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Vote 7 - [NAME OF VOTE 7]		-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	168 416	-	-	-	-	-	4 934	4 934	173 350	174 679	184 967	
Surplus/ (Deficit) for the year	2	71 187	-	-	-	-	-	(16 850)	(16 850)	54 338	48 927	9 640	

FS163 Mohokare - Table B4 Adjustments Budget Financial Performance (revenue and expenditure) -

Description	Ref	Budget Year 2015/16									Budget Year +1 2016/17	Budget Year +2 2017/18
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands	1	A	3 A1	B	C	D	E	F	G	H		
Revenue By Source												
Property rates	2	11 627	-	-	-	-	-	(1 835)	(1 835)	9 792	12 790	14 069
Property rates - penalties & collection charges									-	-		
Service charges - electricity revenue	2	32 420	-	-	-	-	-	-	-	32 420	33 976	35 981
Service charges - water revenue	2	10 890	-	-	-	-	-	-	-	10 890	11 979	13 177
Service charges - sanitation revenue	2	10 832	-	-	-	-	-	-	-	10 832	11 915	13 106
Service charges - refuse revenue	2	6 750	-	-	-	-	-	-	-	6 750	7 425	8 168
Service charges – other		238						-	-	238	261	287
Rental of facilities and equipment		663						142	142	804	725	794
Interest earned - external investments		7						78	78	85	8	8
Interest earned - outstanding debtors		5 758						-	-	5 758	6 034	6 390
Dividends received		11						-	-	11	11	12
Fines		1 400						-	-	1 400	1 467	1 554
Licences and permits		-						-	-	-	-	-
Agency services		-						-	-	-	-	-
Transfers recognised – operating		61 968						(300)	(300)	61 668	60 097	59 607
Other revenue	2	10 786	-	-	-	-	-	-	-	10 786	8 021	8 796
Gains on disposal of PPE								-	-	-		
Total Revenue (excluding capital transfers and contributions)		153 349	-	-	-	-	-	(1 915)	(1 915)	151 434	154 709	161 949
Expenditure By Type	-											
Employee related costs		57 045	-	-	-	-	-	588	588	57 634	59 784	63 311
Remuneration of councillors		3 609						-	-	3 609	3 782	4 005
Debt impairment		14 348						-	-	14 348	15 036	15 924
Depreciation & asset impairment		28 427	-	-	-	-	-	-	-	28 427	29 792	31 549
Finance charges		2 703						(709)	(709)	1 994	2 833	3 000

Mohokare Local Municipality Adjusted SDBIP 2015/2016

Bulk purchases	20 563	-	-	-	-	-	-	-	20 563	21 550	22 822
Other materials	-	-	-	-	-	-	-	-	-	-	-
Contracted services	40	-	-	-	-	-	200	200	240	42	44
Transfers and grants	7 365	-	-	-	-	-	-	-	7 365	7 719	8 174
Other expenditure	34 315	-	-	-	-	-	4 854	4 854	39 170	34 141	36 138
Loss on disposal of PPE	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure	168 416	-	-	-	-	-	4 934	4 934	173 350	174 679	184 967
Surplus/(Deficit)	(15 067)	-	-	-	-	-	(6 850)	(6 850)	(21 916)	(19 970)	(23 018)
Transfers recognised – capital	86 254	-	-	-	-	-	(10 000)	(10 000)	76 254	68 897	32 658
Contributions recognised – capital	-	-	-	-	-	-	-	-	-	-	-
Contributed assets	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) before taxation	71 187	-	-	-	-	-	(16 850)	(16 850)	54 338	48 927	9 640
Taxation	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after taxation	71 187	-	-	-	-	-	(16 850)	(16 850)	54 338	48 927	9 640
Attributable to minorities	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) attributable to municipality	71 187	-	-	-	-	-	(16 850)	(16 850)	54 338	48 927	9 640
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	71 187	-	-	-	-	-	(16 850)	(16 850)	54 338	48 927	9 640

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
5	Local Economic Development	Local Economic development	Enhancement of the municipality's local economy	SO 2	Reviewed Local Economic Development Strategy by June 2016 :	Reviewed LED Strategy by June 2016	2014/2015 LED Strategy	Reviewed LED Strategy	-	-	Submit the reviewed draft Strategy to Council by March 2016	Submit the final strategy by May 2016	Council Resolution and copy of the adopted strategy
					6 Business expos conducted and 3 cooperatives assisted with business plans	6 Business expos conducted and 3 cooperatives assisted with business plans	4 co-operatives assisted in 2013/2014	Completed Business plans forms, Invites and attendance registers	-	3 cooperatives assisted with business plans	Conduct 1 business expo per town	Conduct 1 business expo per town	Completed Business plans forms, Invites and attendance registers
					Develop SMME support Policy by June 2016	Developed SMMES support Policy by June 2016	New KPI	Developed and adopted Policy	-	-	Submit the developed draft Policy to Council by March 2016	Submit the developed final Policy to Council by May 2016	Council Resolution and copy of the Policy
					Develop the Agricultural Strategy by June 2016	Developed Agricultural Strategy by June 2016	New KPI	Developed and adopted Strategy	-	-	Submit the developed strategy to Council by March 2016	Submit the developed strategy to council by May 2016	Council resolution and copy of the strategy

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
3	Good Governance and administration	Good Governance in Mohokare	Ensure 100% development of ICT Strategy	4	Reviewed ICT Strategy by June 2016	Reviewed ICT Strategy by June 2016	2014/2015 ICT Strategy	Reviewed ICT Strategy by May 2016	-	-	Submit the draft ICT Strategy to Council by March 2016	Submit the final ICT Strategy to Council by May 2016	Council Resolution and copy of Strategy
					Reviewed ICT Policies June 2016	7 Policies Reviewed by June 2016	7 reviewed and adopted Policies 2014/15	7 reviewed ICT Strategies adopted by May 2016. 1.IT Security policy 2.IT Assets Control & Disposal Policy 3.Internet Usage Policy 4.Change management policy 5.Password policy 6.IT Backup Policy 7 Disaster Recovery policy	-	-	Submit the 7 draft reviewed ICT Policies to Council by March 2016	Submit the Final ICT Policies to Council by June 2016	Council Resolution and copies of the adopted Policies

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
3	Good Governance and administration	Good Governance in Mohokare	Ensure 100% development of ICT Strategy		Developed and Approved 4 new Policies (Network Policy, Email Usage Policy, Telephone Policy Mobile and gadgets policy)	4 New policies developed and approved (Network Policy, Email usage policy Telephone Policy Mobile and gadgets policy)	New KPI	Approved policies	-	-	Submit 4 draft policies to Council by March 2016	Submit the final policies to Council by May 2016	Council Resolution and adopted copies
3	Good Governance and administration	Good Governance in Mohokare	Ensure 100% development of ICT Strategy		Developed and approved Disaster recovery and Business Continuity Plan by May 2016	2016/2017 approved Disaster Recovery and Business Continuity Plan	New KPI	Approved plan	-	-	Submit draft Disaster Recovery and Business Continuity Plan to Council by March 2016	Submit the final Disaster Recovery and Business Plan to Council by May 2016	Council resolution and copy of the approved plan
3	Good governance & Administration	Good governance in Mohokare	100% compliance to SPLUMA		Development of SPLUM Policy by June 2016	Developed SPLUM Policy by June 2016	New KPI	Developed Policy	-	-	Submit the draft Policy to Section 79 and Council by March 2016	Submit the final Policy to Council by May 2016	Council Resolution and copy of the policy
					Reviewed Spatial Development Framework by June 2016	Reviewed SDF by June 2016	2014/2015 SDF	Reviewed SDF	-	-	Submit the draft SDF to Council by March 2016	Submit the final SDF to Council by May 2016	Council Resolution and Copy of the reviewed SDBIP

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
3	Good governance and administration	Good governance in Mohokare	To evaluate the effectiveness of Risk management, control and governance processes and develop actions to address key risks identified		Reviewed Enterprise Risk Management Policies (Risk Management Strategy and Framework, Fraud and Anticorruption Strategy, Risk Management Committee Charter)	Reviewed Enterprise Risk Management Policies	Reviewed Enterprise Risk Management Policies	Reviewed and adopted policies	-	-	Submission of 2015/2016 Policies to RMC AC & Council by February 2016	-	Attendance register and minutes from RMC and AC Council resolution and copy of the adopted policies
-									-	Submission of draft 2016/2017 Policies to Council by March 2016	Submission of 2016/2017 Policies to Council by May 2016	Council Resolution and copy of adopted	
3			Maintaining and improving the Municipal Audit Opinion		Identified top 10 high municipal risks	10 high municipal risks identified and monitored	New KPI	Risk register	-	-	Top 10 high risks identified	Top 10 high risks monitored	Risk register
					Review and submit the Audit Charter to AC for approval by July 2015	Reviewed and adopted Audit Charter by AC	Adopted 2014/2015 Audit Charter	Approved Audit Charter	Submit the Audit Charter to AC by July 2015	-	-	-	-
			Review and submit the Audit Plan to AC for approval by February 2015	Reviewed and adopted Audit Action Plan	Adopted 2014/2015 Audit Plan	Approved Audit Plan	-	-	Submit the Audit Plan to AC by February 2016	-	Approved Audit Plan, Attendance register and report		

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
					Developed Audit Action Plan as derived from AGSA findings raised by 25 January 2016	Approved Audit Action Plan by AC	2014/2015 Audit Action Plan	Approved Audit Action Plan by AC	-	-	Developed and approved Audit Action Plan included in the AR by 25 Jan 2016	-	Action Plan
	Good Governance and Administration	Good Governance in Mohokare	Annual review and implementation of the Human Resource Development Strategy by June 2016	4	2015/2016 HRD strategy developed and adopted by February 2016	Annual review and implementation of the Human Resource Development Strategy by February 2016	New KPI	Final adopted HRD Strategy by February 2016	-	-	Final 2015/2016 HRD Strategy adopted by Council on the 25 February 2016	-	Council Resolution and copy of adopted strategy
Reviewed HRD Strategy by June 2016					Reviewed HRD Strategy by June 2016	Adopted 2015/2016 HRD Strategy	Reviewed Strategy	-	-	Submit draft 2016/2017 Strategy to Sec 79 and Council by March 2016	Final reviewed 2016/2017 HRD Strategy submitted to Council by May 2016	Council resolution and copy of adopted reviewed strategy	
100% filled vacant sec 57 posts					100% filled vacant sec 57 posts	4 positions filled and 1 vacant	performance contract, agreement and plan of the sec 57 manager appointed	-	-	-	Filled community services director position by 30 June 2016	Performance agreement and performance Plan	

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
	Good Governance and Administration	Good Governance in Mohokare	Annual review and implementation of the Human Resource Development Strategy by June 2016		8 Human Resources Policy reviewed and approved by June 2016	8 Human Resources Policy reviewed and approved by June 2016	8 Reviewed HR policies	Reviewed 8 HR Policies	-	-	Submit drafts to Section 79 and Council by March 2016	Submit reviewed HR Policies to Council by June 2016	Council Resolution and electronic copies of HR Policies
					Reviewed Organogram by June 2016	Reviewed Organogram by June 2016	2015/2016 reviewed Organogram	Reviewed Organogram	-	-	Submit reviewed Organogram to Section 79 by March 2016	Submit reviewed Organogram to Council by May 2016	Council resolution and electronic copy of the reviewed organogram
3	Good governance & Administration	Good governance in Mohokare	100% monitoring and evaluation of the municipality's Performance	SO 4	2015/2016 Organisational performance management system reviewed by February 2016	Review PMS policy framework	Approved PMS policy Framework	Reviewed PMS Policy	-	-	Submit the 2015/2016 PMS Policy to Council by February 2016	-	Council resolution and electronic copy of the reviewed policy
					2016/2017 Organisational performance management system reviewed by May 2016	Review PMS policy framework	Approved PMS policy Framework	Reviewed PMS Policy	-	-	Submit the draft 2016/2017 PMS Policy to Council by March 2016	Submit the final PMS Policy to Council by May 2016	Council resolution and electronic copy of the reviewed policy
					Submission of the draft Annual report and the annual performance	Submitted draft Annual report, annual performance report by	Annual report, annual performance report	Developed AR and APR	Submit draft Annual report, annual performance	-	-	-	Acknowledgement of receipt

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
					report for 2014/15 to the Auditor General by 31 August 2015	31st of August 2015	submitted on the 31 August 2014		nce report on 31st of August 2015				
3	Good governance & Administration	Good governance in Mohokare	100% monitoring and evaluation of the municipality's Performance	4	Developed 2016/2017 SDBIP by June 2016	Developed 2016/2017 SDBIP by June 2016	2015/2016 SDBIP	Developed and approved SDBIP	-	-	Draft 2016/2017 SDBIP submitted to Council by March 2016	Submit developed 2016/2017 SDBIP to Mayor WITHIN 28 days after the approval of the Budget	Approved SDBIP
					Developed Mid-year report submitted to Council by 25 January 2016	Mid-year report submitted to Council by 25 January 2016	2014/2015 Mid-year report	Developed and submitted Mid-year report	-	-	Mid-year report developed and submitted to Council by 25 January 2016	Adopted Mid-year report	
					Tabled AR and APR to Council by 25 January 2016	Tabled Annual Report and Annual Performance Report by the 25 January 2016	Annual report, annual performance Report tabled on the 22nd January 2015	Adopted AR	-	-	Table Annual Report and Annual Performance Report by the 25 January 2016	Council resolution and electronic copy of AR & APR	
			Ensuring 100% compliance to MFMA, MSA and Circular 63 & 32										

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
					Adopted Oversight report for 2014/2015 Annual Report (March 2016)	Oversight Committee meeting must sit within two (2) months of the adoption of AR	Adopted oversight report 2013/2014	Adopted Oversight Report	-	-	Adoption of oversight report by Council for AR 2014/2015 by 31 March 2016	-	Adopted Oversight report , minutes and Council resolution
					Development of 2015/2016 Suppliers and Service Providers monitoring Policy by March 2016	Development of 2015/2016 Suppliers and Service Providers monitoring Policy by March 2016	New KPI	Service Providers Policy	-	-	Draft 2015/2016 Suppliers and Service Providers monitoring Policy approved by Council by March 2016	Final 2015/2016 Suppliers and Service Providers monitoring Policy approved by Council by May 2016	Adopted policy, and Council resolution
3	Good governance & Administration	Good governance in Mohokare	To implement a ranking and rating system for all new capital projects to support the strategic objectives and priorities of Council and Community		Reviewed and approved IDP by May 2016	Reviewed and approved IDP	Approved 2014/2015 IDP	Approved IDP Plan	Approved IDP Process plan by August 2015	Establishment of Rep Forum	Submit draft IDP to Council by March 2016	Submit final IDP to Council for adoption by May 2016	Council resolution And electronic copy of the IDP.

KPA NO.	Key Performance Area	Municipal Strategic KPA	SO No.	Municipal Strategic Objective(SOs)	Key performance indicator(s)	Annual Target	Unit of measure	Q1	Q2	Q3	Q4	POE
1	Basic Service Delivery and Infrastructure development	Deliver sustainable services that are on or above RDP level	1	Provision of Project Management services to the Municipality 2015/2016	To achieve 100% expenditure on RBIG (Regional Bulk Infrastructure Grant) by 31 March 2016	100% expenditure	Expenditure report	44 % expenditure	72 % expenditure	100 % expenditure	-	Proof of transfers or signed report by the Municipal Manager
					To achieve 100% expenditure on MWIG (Municipal Water Infrastructure Grant) by 30 June 2016	100% expenditure	Expenditure report	30 % expenditure	44 % expenditure	55 % expenditure	100% expenditure	Proof of payment to service providers
					100% expenditure of Municipal Infrastructure Grant by 30 June 2016	100% expenditure	Expenditure report	30 % expenditure	44 % expenditure	55 % expenditure	100% expenditure	Signed Implementation plan

KPA NO.	Key Performance Area	Municipal Strategic KPA	SO No .	Municipal Strategic Objective(SOs)	Key performance indicator(s)	Annual Target	Unit of measure	Q1	Q2	Q3	Q4	POE
1	Basic Service Delivery and Infrastructure development	Deliver sustainable services that are on or above RDP level	1		Zastron/Matlakeng: Upgrading of the waste water treatment works	Completion and handover of the pipeline	Physical progress in percentages	50%	90% construction of the project	100 % completion (completion certificate)	Retention period	Completion certificate Progress reports Close out reports
					Smithfield/Somido park: Construction of 3km access collectors, internal streets and related storm water	10% physical progress on site	Physical progress in percentages	-	Advertise and appoint a contractor	Site handover and establishment (5 %)	10% physical progress	Minutes and attendance register
					Mofulatshepe: Upgrading of sports ground	Completion and handover of the project	Physical progress in percentages	25%	50%	70% progress on site	100% completion (completion certificate)	Site meeting minutes and Completion certificate

KPA NO.	Key Performance Area	Municipal Strategic KPA	SO No .	Municipal Strategic Objective(SOs)	Key performance indicator(s)	Annual Target	Unit of measure	Q1	Q2	Q3	Q4	POE
1	Basic Service Delivery and Infrastructure development	Deliver sustainable services that are on or above RDP level	1		Construction of the 27 km raw water pipeline from Orange river to Paisley dam in Rouxville	Completion of the 27 km raw water pipeline project by May 2016	Physical progress in percentages	10% - physical progress	20%- physical progress	30% physical progress	60% physical progress	Site meeting minutes
					Construction of the 15 km raw water pipeline from Montaqu dam to Kloof dam and water treatment works in Zastron	Completion and handover of the 15 km raw water pipeline from Montaqu dam to Kloof dam and water treatment works in Zastron by March 2016	Physical progress in percentages	-	90% physical progress	100% completion of the project by March 2016 (completion certificate)	Retention period	Progress reports Site briefing minutes Completion certificate

KPA NO.	Key Performance Area	Municipal Strategic KPA	SO No .	Municipal Strategic Objective(SOs)	Key performance indicator(s)	Annual Target	Unit of measure	Q1	Q2	Q3	Q4	POE
					Construction of Water Treatment works in Rouxville	Completion and handover of the Water Treatment works project by June 2016	Physical progress in percentages	-	-	Re-establishment of site by Civil contractor by March 2016	Completion and handover of the project by June 2016	Completion certificate
					Development of boreholes in Smithfield		Physical progress in percentages	-	-	Completion of eight (8)hand pump boreholes and three (3) electricity borehole pumps	Integration of all (8)boreholes into the network (close out report) by June 2016	Progress report and Close out report
	Basic Service Delivery and Infrastructure development	Deliver sustainable access to sanitation services on or above RDP level		Provision of dignified sanitation services in all three towns by June 2016	Achievement of 40% annual rating on Green Drop by 30 June 2016	Achievement of 40% annual rating on Green Drop by 30 June 2016	Green drop results	-	-	-	Achievement of 40% annual rating on Green Drop	Green drop results
	Basic Service Delivery and	Deliver sustainable services that are on or		Provision of access roads to previously disadvantaged areas by 30 June 2016	Developed Road management plan by June 2016	To develop a road management plan by June 2016	Plans in a form of documents	-	-	Submit draft Road management plan to Management by March	Draft Road Management plan submitted to Council by May 2016	Draft Road management plan submission to Council

KPA NO.	Key Performance Area	Municipal Strategic KPA	SO No .	Municipal Strategic Objective(SOs)	Key performance indicator(s)	Annual Target	Unit of measure	Q1	Q2	Q3	Q4	POE
	Infrastructure development	above RDP level								2016		
				Provision of Arial lighting and electrification of household by 30 June 2016	100% expenditure of INEP (Integrated National Electrification Program) by 31 March 2016	100% Completion of the project. Electrification/connection of 74 infill's in Zastron and Smithfield	74 of households connected to the grid	Letter of commitment with CENTLEC	Connections of 24 households	Connections of 24 households	Connection of 26 households	Progress report from CENTLEC
1	Basic Service Delivery and Infrastructure development	Deliver quality services in Mohokare	1	Households with access to refuse removal & solid waste removal once a week	10793 households with access to refuse removal & solid waste removal once a week per town	10793 households receiving refuse removal from the municipality	Refuse removed once a week	10793 households with access to refuse removal once a week	10793 households with access to refuse removal once a week	10793 households with access to refuse removal once a week	10793 households with access to refuse removal once a week	Refuse removal registers

KPA No	Key Performance Area	Municipal Strategic Objective (IDP)	Municipal departmental Objective	SO No.	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
2	Public Participation	Participate in Mohokare	Provide for mechanisms and processes for participation in Municipal governance	6	Communications Policy reviewed by June 2016	Reviewed Communications Policy by June 2016	14/15 adopted Communications policy	Reviewed and adopted policy	-	-	Submit the reviewed draft Policy to Council by March 2016	Submit the final reviewed Policy to Council by May 2016	Council Resolution and Copy of the adopted (draft and final) policy
					Public participation policy reviewed and implemented by June 2016	Reviewed Public participation policy by June 2016	14/15 reviewed policy	Reviewed and adopted plan	-	-	Submit the reviewed draft Policy to Council by March 2016	Submit the final reviewed Policy to Council by May 2016	Council Resolution and Copy of the adopted (draft and final) policy
					Development and adoption of Special Programmes Plan by June 2016	Developed Special Programmes Plan by June 2016	New KPI	Developed and adopted Special Programmes Plan	-	-	Submit developed draft Plan Council by March 2016	Submit the final developed programme to Council by May 2016	Council resolution and copy of the Programme
					Development and adopt the Youth Development Plan by June 2016	Developed Youth Development Plan by June 2016	New KPI	Developed and adopted Youth Development Plan	-	-	-	Submit the final Youth Development Plan to Council by May 2016	Council Resolution and Copy of the adopted reviewed Policy (Draft and final)

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No.	Key performance indicator(s)	Annual Target	Baseline	Unit of Measurement	Q1	Q2	Q3	Q4	Poe
3	Good governance & Administration	Good governance in Mohokare	Enhance institutional development and good governance	SO 4	Coordination of ordinary council meetings	4 Ordinary Council meeting	4 distributed notices and agenda for 4 ordinary meetings	4 distributed notices and agendas for ordinary council meeting	Distribution of notices and agendas by Aug 15	Distribution of notices and agendas by Nov 15	Distribution of notices and agendas by Feb 16	Distribution of notices and agendas by May 16	Copy of notices and agendas distributed and acknowledgment of receipts
					Annual Reviewed delegation system adopted by Council by June 2016	Reviewed delegated system by June 2016	2014/2015 reviewed delegation system	Reviewed and adopted delegation system by Council by June 2016	-	-	-	Reviewed and adopted Delegation System by June 16	Council Resolution and Adopted Delegation System
					Development and submission of the (16/17) workplace skills plan by 30 April 2016 to LGSETA	15/16 WSP submitted by April 16	14/15 submitted WSP	Developed and submitted WSP BY 30 April 2016	-	-	-	Developed and submitted WSP to LGSETA by April 2016	Acknowledgment of receipt from LGSETA and WSP Document
					Developed and adopted Employment Equity Policy by June 2016	Developed EE Policy	New KPI	Developed Employment Equity Policy	-	-	-	Submit final policy to Council for adoption by June 2016	Council Resolution and adopted Policy

PA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO Number	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
4	Financial Management	Financial Viability	Implementation of Mohokare Financial Management Plan	SO 3	Reviewed Revenue enhancement strategy by June 2016	Reviewed Revenue enhancement strategy by June 2016	2014/2015 Reviewed Strategy	Adopted reviewed Revenue enhancement strategy	-	-	To submit to the draft Revenue Strategy to Section 79 and Council for adoption by March 2016	To submit the Final Revenue Strategy to Council for adoption by June 2016	Report and Attendance Register (Sec 79) Copy of the final Strategy and Council Resolution
					Reviewed Credit Control Policy by June 2016	Reviewed Credit Control Policy by June 2016	2014/2015 reviewed strategy	Adopted reviewed Credit control Policy	-	-	To submit to the draft Policy to Section 79 and Council for adoption by March 2016	To submit the Final Policy to Council for adoption by June 2016	Report and Attendance Register (Sec 79) Copy of the final Policy and Council Resolution
					Developed Compliant municipal budget by June 2016	Developed Compliant municipal budget by June 2016	2014/2015 adopted budget by 26 May 2015	Adopted Compliant Municipal Budget by May 2016	-	-	Submit the draft compliant budget to Budget Steering Committee	Submit the final budget to Budget Steering Committee and Council for	Report and Attendance Register (Sec 79) Copy of the final budget and Council Resolution

PA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO Number	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
											ee and Council by March 2016	adoption by May 2016	
					Developed adjustment budget by Feb 2016	Adopted adjustment budget by Feb 2016	Adopted adjustment budget in by 2015	Adopted 2015/2016 adjustment budget	-	-	Submit the adjusted budget to Budget Steering Committee and Council for Adoption by Feb 2016	-	Council Resolution and adopted copy
4	Financial Management	Financial Viability	Implementation of Mohokare Financial Management Plan	3	Reviewed compliant assets management Policy by June 2016	Adopted Compliant assets management Policy by June 2016	Adopted Assets management Policy by June 2015	Compliant assets management Policy	-	-	To submit to the draft Policy to Section 79 and Council for adoption by March 2016	To submit the Final Policy to Council for adoption by May 2016	Report and Attendance Register (Sec 79) Copy of the final Policy and Council Resolution
			Implementation of the Supply		Annual Reviewed Supply chain	Reviewed Supply Chain Management	Supply Chain Management	Reviewed Supply Chain Management	-	-	To submit to the draft Policy to	To submit the Final Policy to Council	Report and Attendance Register (Sec 79)

PA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO Number	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
			Chain Policy		management policy by June 2016	ent Policy by May 2016	Policy adopted May 2015	ent Policy by May 2016			Section 79 and Council for adoption by March 2016	for adoption by Jun 2016	Copy of the final Policy and Council Resolution
			Implementation of the Procurement Plan		Development of Procurement Management Plan by August 2015	Developed and adopted Procurement Management Plan by August 2015	New KPI	Developed and adopted Procurement Management Plan by August 2015	Submit developed Plan to Council by August 2015 for adoption	-		-	Council Resolution and copy of the adopted Plan
			Compilation of compliant AFS		Submission of compliant Financial Statements to AG, National and Provincial Treasury by 31 st August 2015	Submitted AFS by 31 st August 2015	Submitted AFS by Aug 2014	Compliant AFS to AG, NAT,PT by 31 Aug 2015	Submission of compliant Financial Statements to AG and National and Provincial Treasury by 31 st August 2015	-	-	-	Acknowledgment of receipt and copy of AFS
			Submission of Compliant AFS		Submission of compliant Financial	Submitted final AFS to Council	AFS submitted to Council	Submitted final AFS	-	-	Submission of compliant	-	Council Resolution and copy of AFS

PA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO Number	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
					Statements to Council, National and Provincial Treasury by 25 January 2016		by 25 Jan 2015				Financial Statements to Council, National and Provincial Treasury by 25 January 2016		
			To improve overall financial management by developing and implementing appropriate financial management policies, procedures and systems		Resolved previous audit findings	100 resolved previous audit findings	133 resolved previous audit findings	% or number of resolved audit findings	25	50	75	100	Supporting documentation of the resolved queries and action plan

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No.	Key performance indicator(s)	Annual Target	Baseline	Unit of Measurement	Q1	Q2	Q3	Q4	POE
1	Basic Service Delivery and Infrastructure development	Keep Mohokare Safe & Clean	Provision of sustainable Human Settlements in all the three towns by 30 June 2016	SO 5	Review of Human Settlement Sector Plan by June 2016	Review of Human Settlement Sector Plan by June 2016	Human Settlement Sector Plan 2014/2015	Draft reviewed plan by March and Final reviewed and adopted Plan by May	-	-	Submission of draft plan to Council by March 2016	Submit the final reviewed Plan to Council by May 2016	Council resolution and Copy of the Plan
					Reviewed of Municipal Housing Rental Policy by June 2016	Reviewed of Municipal Housing Rental Policy by June 2016	Municipal rental housing policy in place	Draft reviewed policy by March and Final reviewed and adopted policy by May	-	-	Submission of draft policy to council by march 2016	Submission of final policy to Council for approval by June 2016	Council resolution copy of the plan
					Reviewed Municipal sites allocation Policy by June 2016	Reviewed Municipal sites allocation Policy by June 2016	2014/2015 Policy	Draft reviewed policy by March and final reviewed and adopted policy by May	-	-	Submission of draft Policy to Council by March 2016	Submission of final Policy to Council for approval by June 2016	Council resolution Copy of the Plan
			Management of Local Disaster as per incident	Review of local disaster management plan by June 2016	Reviewed Disaster Management Plan by June 2016	Local Disaster Management Plan in place	Draft reviewed plan by March and Final reviewed and adopted Plan by May	-	-	Submission of draft plan to Council by March 2016	Submit the final reviewed Plan to Council by May 2016	Council resolution and Copy of the Plan	

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No.	Key performance indicator(s)	Annual Target	Baseline	Unit of Measurement	Q1	Q2	Q3	Q4	POE	
1	Basic Service Delivery and Infrastructure development	Keep Mohokare Safe & Clean	Management of Solid Waste (Refuse removal)	5	Reviewed Integrated Waste Management Plan (local) by June 2016	Reviewed Integrated Waste Management Plan (local) by June 2016	IWMP in place	Draft reviewed plan by March and Final reviewed and adopted Plan by May	-	-	Submission of draft plan to Council by March 2016	Submit the final reviewed Plan to Council by May 2016	Council resolution and Copy of the Plan	
			Management of Extended Public Works	5	Reviewed Extended Public Works Policy by August 2015	Reviewed Extended Public Works Policy by August 2015	EPWP in place	Final reviewed and adopted Policy by August	Submission of draft EPWP policy to sec 79 Committee	-	-	-	-	Minutes and attendance register.
									Submission of draft policy to Council for adoption by August 2015	-	-	-	-	Council resolution and Copy of the Policy
1	Basic Service Delivery and Infrastructure development	Keep Mohokare Safe & Clean	Provision of sustainable Commonage Management	5	Reviewed Commonage Management Policy by June 2016	Reviewed Commonage Management Policy by June 2016	Commonage management policy in place	Draft reviewed Policy by March and Final reviewed and adopted Policy by May	-	-	Submission of draft plan to Council by March 2016	Submit final draft to Council by May 2016	Council resolution and Copy of the Policy	
			Management of Sports and Facilities	5	Developed Sports and Facilities Management	Developed Sports and Facilities Management	New KPI	Developed draft policy by March and Final draft	-	-	Submission of draft plan to Council by March 2016	Submit final draft to Council by May 2016	Council resolution and Copy of the	

KPA No	Key Performance Area	Municipal Strategic Objective (SOs)	Municipal Strategic Objective (Departmental)	SO No.	Key performance indicator(s)	Annual Target	Baseline	Unit of Measurement	Q1	Q2	Q3	Q4	POE
					ent policy by June 2016	† policy by June 2016		adopted policy by May					Policy
			Management of Municipal Amenities	5	Reviewed Cemetery Management Policy by June 2016	Review of Cemetery management † Policy by June 2016	Cemetery Management policy in place	Draft reviewed Policy by March and Final reviewed and adopted Policy by May	-	-	Submission of draft policy to council by march 2016	Submission of final policy to Council for approval by June 2016	Council resolution copy of the plan