



MOHOKARE
LOCAL MUNICIPALITY

2015/2016 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 and which must indicate—

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

Mohokare Local Municipality SDBIP 2014/2015

(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 53 of the MFMA, the Mayor is expected to approve the SDBIP within 28 days after the approval of the budget. This section requires her to take all reasonable steps to ensure that the SDBIP is approved within 28 days. In addition, the Mayor must ensure that the revenue and expenditure projections for each month and the service delivery targets and performance indicators as set out in the SDBIP are circulated or made public within 14 days after its approval.

Mohokare Local Municipality's final SDBIP was concluded along with the final IDP and final Budget 2015/2016. All levels of the SDBIP should be formally submitted by the Municipal Manager to the Mayor within 14 days after the final Budget Approval and subsequently approved by the Mayor within 28 days after budget approval. Therefore, the Mayor will circulate these planning, monitoring and evaluation tools to the general public within 14 days after her approval.

SUBMITTED BY:  _____ **(MUNICIPAL MANAGER)**
DATE : 29 June 2015

APPROVED BY :  _____ **(MAYOR)**
DATE : 29 June 2015

FS163 Mohokare - Supporting Table SA2 Matrix Financial Performance Budget (revenue source/expenditure type and dept.)																	
Description	Ref	Vote 1 - COUNCIL & EXECUTIVE	Vote 2 - FINANCE	Vote 3 - CORPORATE SERVICES	Vote 4 - COMMUNITY SERVICES	Vote 5 - TECHNICAL SERVICES	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
R thousand	1																
Revenue By Source																	
Property rates			11 413														11 413
Property rates - penalties & collection charges			677														677
Service charges - electricity revenue						31 841											31 841
Service charges - water revenue						10 890											10 890
Service charges - sanitation revenue						9 571											9 571
Service charges - refuse revenue					6 423												6 423
Service charges – other																	-
Rental of facilities and equipment					663												663
Interest earned - external investments			7														7
Interest earned - outstanding debtors																	-
Dividends received			11														11
Fines					500												500
Licences and permits																	-
Agency services																	-
Other revenue		842	3 355	1 825	2 190	2 737											10 949
Transfers recognised – operational		8 853	15 492	11 267	13 771	12 586											61 968
Gains on disposal of PPE		-	-	-	-	-											-
Total Revenue (excluding capital transfers and contributions)		9 695	30 955	13 092	23 546	67 625	-	-	-	-	-	-	-	-	-	-	144 913
Expenditure By Type																	
Employee related costs		3 865	9 663	8 283	14 495	21 674											57 981
Remuneration of councillors		3 202															3 202

Mohokare Local Municipality SDBIP 2015/2016

Debt impairment		1 279	3 070	10 999												15 348
Depreciation & asset impairment	1 184	1 354	1 292	3 159	21 438											28 427
Finance charges		2 795														2 795
Bulk purchases					20 196											20 196
Other materials																-
Contracted services					40											40
Transfers and grants		1 111	1 389	3 055												5 555
Other expenditure	1 836	9 179	5 245	6 119	14 336											36 715
Loss on disposal of PPE	-	-	-	-	-											-
Total Expenditure	10 087	25 380	14 820	28 231	91 739	-	-	-	-	-	-	-	-	-	-	170 258
Surplus/(Deficit)	(392)	5 575	(1 728)	(4 685)	(24 114)	-	-	-	-	-	-	-	-	-	-	(25 345)
Transfers recognised – capital	-	-	-	-	86 254											86 254
Contributions recognised – capital																-
Contributed assets																-
Surplus/(Deficit) after capital transfers & contributions	(392)	5 575	(1 728)	(4 685)	62 140	-	-	-	-	-	-	-	-	-	-	60 909
<i>References</i>																
<i>1. Departmental columns to be based on municipal organisation structure</i>																
<i>check balance</i>																10 278 176

FS163 Mohokare - Supporting Table SA25 Budgeted monthly revenue and expenditure																
Description	R ef	Budget Year 2015/16												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2015/16	Budget Year +1 2016/17	Budget Year +2 2017/18
Revenue By Source	-															
Property rates		581	646	1 938	3 876	684	684	684	684	684	388	388	4 267	11 627	12 790	14 069
Property rates - penalties & collection charges		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges - electricity revenue		3 602	3 275	3 002	2 771	2 573	2 401	2 267	2 147	2 299	2 475	2 679	2 928	32 420	33 976	35 981
Service charges - water revenue		544	605	1 815	3 630	641	641	641	641	641	363	363	367	10 890	11 979	13 177
Service charges - sanitation revenue		903	903	903	903	903	903	903	903	903	903	903	903	10 832	11 915	13 106
Service charges - refuse revenue		563	563	563	563	563	563	563	563	563	563	563	563	6 750	7 425	8 168
Service charges – other		-	-	-	-	-	-	-	-	-	-	-	238	238	261	287
Rental of facilities and equipment		55	55	55	55	55	55	55	55	55	55	55	55	663	725	794
Interest earned - external investments		-	-	2	-	-	2	-	-	2	-	-	2	7	8	8
Interest earned - outstanding debtors		384	397	411	426	443	461	480	501	523	548	576	607	5 758	6 034	6 390
Dividends received		-	-	-	-	-	11	-	-	-	-	-	-	11	11	12
Fines		70	78	233	467	82	82	82	82	82	47	47	47	1 400	1 467	1 554
Licences and permits		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Agency services		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers recognised - operational		19 680	930	300	-	19 040	400	-	-	18 250	-	-	3 368	61 968	60 097	59 607
Other revenue		830	856	884	914	946	981	946	914	884	856	830	1 860	10 786	8 021	8 796
Gains on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Total Revenue (excluding capital transfers and contributions)		27 212	8 307	10 106	8 814	25 929	7 183	6 620	6 489	24 886	6 197	6 402	15 204	153 349	154 709	161 949
Expenditure By Type	-															
Employee related costs		4 388	4 789	4 794	4 794	4 794	4 794	4 794	4 794	4 794	4 794	4 794	4 724	57 045	59 784	63 311
Remuneration of councillors		278	303	303	303	303	303	303	303	303	303	303	299	3 609	3 782	4 005
Debt impairment		1 104	1 205	1 206	1 206	1 206	1 206	1 206	1 206	1 206	1 206	1 206	1 188	14 348	15 036	15 924
Depreciation & asset impairment		2 187	2 387	2 389	2 389	2 389	2 389	2 389	2 389	2 389	2 389	2 389	2 354	28 427	29 792	31 549
Finance charges		208	227	227	227	227	227	227	227	227	227	227	224	2 703	2 833	3 000
Bulk purchases		1 582	1 726	1 728	1 728	1 728	1 728	1 728	1 728	1 728	1 728	1 728	1 703	20 563	21 550	22 822
Other materials		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contracted services		3	3	3	3	3	3	3	3	3	3	3	3	40	42	44
Transfers and grants		567	618	619	619	619	619	619	619	619	619	619	610	7 365	7 719	8 174
Other expenditure		2 640	2 881	2 884	2 884	2 884	2 884	2 884	2 884	2 884	2 884	2 884	2 842	34 315	34 141	36 138
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure		12 955	14 140	14 153	14 153	14 153	14 153	14 153	14 153	14 153	14 153	14 153	13 947	168 416	174 679	184 967
Surplus/(Deficit)		14 257	(5 833)	(4 047)	(5 338)	11 777	(6 970)	(7 532)	(7 664)	10 733	(7 956)	(7 750)	1 256	(15 067)	(19 970)	(23 018)
Transfers recognised - capital		20 393	-	7 950	10 600	-	11 701	7 500	13 250	4 445	-	7 500	2 915	86 254	68 897	32 658
Contributions recognised - capital													-	-	-	-
Contributed assets													-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		34 650	(5 833)	3 903	5 262	11 777	4 731	(32)	5 586	15 178	(7 956)	(250)	4 171	71 187	48 927	9 640
Taxation													-	-	-	-
Attributable to minorities													-	-	-	-
Share of surplus/ (deficit) of associate													-	-	-	-
Surplus/(Deficit)	1	34 650	(5 833)	3 903	5 262	11 777	4 731	(32)	5 586	15 178	(7 956)	(250)	4 171	71 187	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	SO2	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
					3 Cooperatives assisted for funding by June 2016	3 cooperative s assisted	4 co-operatives assisted in 2013/2014	3 Business plans Funding approval letter	-	business plans developed for the 3 co-operatives	Source funding for the 3 co-operative s	Source funding for the 3 co-operative s	3 business plans Funding approval letter
					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
	Good Governance and administration	Good Governance in Mohokare	Ensure 100% development of ICT Strategy		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	8 Policies Reviewed by June 2016	8 Adopted Policies 2014/15	8 reviewed ICT Strategies adopted by May 2016. 2 per quarter	-	-	Submit the Draft ICT Policies to Council by March 2016	Submit the Final ICT Policies to Council by March 2016	Council Resolution and copies of the adopted Policies
	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 SDF

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	To evaluate the effectiveness of Risk management, control and governance processes and develop actions to address key risks identified by June 2016		Reviewed Enterprise Risk Management Policies (Risk Management Strategy and Framework, Fraud and Anticorruption Strategy, Risk Management Committee Charter) by May 2016	Reviewed Enterprise Risk Management Policies	Reviewed Enterprise Risk Management Policies	Reviewed and adopted policies	Submission of draft Policies to RMC AC & Council	-	-	-	Attendance register and minutes from RMC and AC Council resolution and copy of the adopted policies
				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 2016	-	-	-	Approved Audit Charter, Attendance register and report	
		Maintaining and improving the Municipal Audit Opinion	Review and submit the Audit Action Plan to AC for approval by July 2015	Reviewed and adopted Audit Action Plan	Adopted 2014/2015 Audit Action Plan	Approved Audit Charter	Submit the Audit Action Plan to AC by July 2016	-	-	-	Approved Audit Action Plan, Attendance register and report		
			Designing of Audit Action Plan as derived from AGSA findings raised by December 2015	Approved Audit Action Plan by AC	2014/2015 Audit Action Plan	Approved Audit Action Plan by AC	-	Derived and approved Audit Action Plan	-	-	-	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
	Good Governance and Administration	Good Governance in Mohokare	Annual review and implementation of the Human Resource Development Strategy by June 2016		HRD strategy developed and adopted by November 2015	Annual review and implementation of the Human Resource Development Strategy by June 2016	New KPI	Final adopted HRD Strategy by November 2015	-	Final adopted HRD Strategy by November 2015	-	-	Council Resolution and copy of adopted strategy
				Reviewed HRD Strategy by June 2016	Reviewed HRD Strategy by June 2016	NEW KPI	Reviewed Strategy	-	-	Submit draft Strategy to Sec 79 and Council by March 2016	Final reviewed 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	SO4	Organisational performance management system reviewed by May 2016	Review PMS policy framework	Approved PMS policy Framework	Reviewed PMS Policy	-	-	Submit the draft 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 Annual report and the annual performance report for 2014/15 to the Auditor General by 31 August 2015					Submitted Annual report, annual performance report by 31st of August 2015	Annual report, annual performance report submitted on the 31 August 2014	Developed AR and APR	Submit Annual report, annual performance report on 31st of August 2015	-	-	-	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
	Good governance & Administration	Good governance in Mohokare	100% monitoring and evaluation of the municipality's Performance		Developed 2016/2017 SDBIP by June 2016	Developed 2016/2017 SDBIP by June 2016	2015/2016 SDBIP	Developed and approved SDBIP	-	-	-	Submit developed SDBIP to Mayor WITHIN 28 days after the approval of the Budget	Approved SDBIP
			100% monitoring and evaluation of the municipality's Performance		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 2015	-	-	-	Adopted Mid-year report
			Ensuring 100% compliance to MFMA, MSA and Circular 63 & 32		Tabled AR and APR to Council by 25 January 2015	Tabled Annual Report and Annual Performance Report by the 25 January 2015	Annual report, annual performance Report tabled on the 22nd January 2014		-	-	Table Annual Report and Annual Performance Report by the 25 January 2015	-	Council resolution and electronic copy of AR & APR
					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		-	-	Adoption of oversight report by Council for AR 2014/2015	-	Adopted Oversight report, minutes and Council resolution

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 & 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.

Key Performance Area	Municipal Strategic KPA	SO Number	Municipal Strategic Objective(SOs)	Key performance indicator(s)	Annual Target	Unit of measure	Q1	Q2	Q3	Q4	POE
Basic Service Delivery and Infrastructure development	Deliver sustainable services that are on or above RDP level		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	72 % 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	72 % expenditure	100% expenditure	Signed Implementation plan
			Provision of sustainable portable water in all 3 Towns by June 2016	Development and approval of WSDP	Approved WSDP	Council approved document	-	-	Submit the draft WSDP to Council by March 2016	Submit the final WSDP to Council by May 2016	Council Resolution and Approved WSDP

Key Performance Area	Municipal Strategic KPA	SO Number	Municipal Strategic Objective(SOs)	Key performance indicator(s)	Annual Target	Unit of measure	Q1	Q2	Q3	Q4	POE
Basic Service Delivery and Infrastructure development	Deliver sustainable services that are on or above RDP level		Provision of dignified sanitation services in all three towns by June 2016	Achievement of 70% annual rating on Green Drop by 30 June 2016	Achievement of 70% annual rating on Green Drop by 30 June 2016	Green drop results	-	-	-	Achievement of 70% annual rating on Green Drop	Green drop results
			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 Council by March 2016	Final Road Management plan submitted to Council by May 2016	Road management plan in place
			Provision of Aerial lighting and electrification of household by 30 June 2016	100% expenditure of INEP (Integrated National Electrification Program) by 31 March 2016	Electrification of 74 households	No of households connected to the grid	Letter of commitment with CENTLEC	Connection of 24 households	Connections of 24 households	Connection of 26 households	Progress report from CENTLEC

KPA No	Key Performance Area	Municipal Strategic Objective (IDP)	Municipal departmental Objective	SO Number	Key performance indicator(s)	Annual Target	Baseline	Unit of measurement	Q1	Q2	Q3	Q4	POE
	Public Participation	Participate in Mohokare	Provide for mechanisms and processes for participation in Municipal governance		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 developed draft Plan Council by March 2016	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	Acknowledgement 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 draft EE policy to Portfolio Committee by March 2016	Submit final policy to Council for adoption by June 2016	Attendance registers and reports (Sec 79) 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	SO3	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 and Council by March 2016	Submit the final budget to Budget Steering Committee and Council for adoption by May 2016	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
					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
					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
					Annual Reviewed Supply chain management policy by June 2016	Reviewed Supply Chain Management Policy by May 2016	Supply Chain Management Policy adopted May 2015	Reviewed Supply Chain Management Policy by May 2016	-	-	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 Jun 2016	Report and Attendance Register (Sec 79) Copy of the final Policy 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
					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
					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 Financial Statements to Council, National and Provincial Treasury by 25 January 2016	Submitted final AFS to Council	AFS submitted to Council by 25 Jan 2015	Submitted final AFS	Submission of compliant Financial Statements to Council, National and Provincial Treasury by 25 January 2016	-	-	-	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
					Resolved previous audit findings	100 resolved previous audit findings	133 resolved previous audit findings	% or number of resolved audit findings	25 % of audit queries resolved	25% of audit queries resolved	25% of audit queries resolved	25% of audit queries resolved	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 2013/2014	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
	Basic Service Delivery and Infrastructure development	Keep Mohokare Safe & Clean	Management of Solid Waste (Refuse removal)		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
					Development of environmental management plan by June 2016	Developed Environmental management plan by June 2016	New KPI	Developed draft plan by March and Final and adopted plan 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 Plan
			Management of Extended Public Works	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. Council resolution and Copy of the Policy

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
	Basic Service Delivery and Infrastructure development	Keep Mohokare Safe & Clean	Provision of sustainable Commonage Management		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				Developed Sports and Facilities Management policy by June 2016	Developed Sports and Facilities Management policy by June 2016	New KPI	Developed draft policy by March and Final draft 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 Municipal Amenities				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	