



PERFORMANCE AGREEMENT

ENTERED INTO BY AND BETWEEN:

THEMBISILE HANI LOCAL MUNICIPALITY herein represented by
OSCAR NKOSIKHONA NKOSI in his official capacity as Acting
Municipal Manager
(Hereinafter referred to as “the **Employer and/or Supervisor**”)

And

MAMARE SOPHY MAKGABA an Employee of Thembisile Hani
Local Municipality employed as a Chief Financial Officer
(Hereinafter referred to as “the **Employee**”).

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WHEREBY IT IS AGREED AS FOLLOWS:

1. INTRODUCTION

- 1.1 The **Employer** has entered into a contract of employment with the **Employee** in terms of Section 57(1) (a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The **Employer** and the **Employee** are hereinafter referred to as "the Parties".
- 1.2 Section 57(1) (b) (ii) of the Systems Act, read with the Contract of Employment concluded between the parties, requires the parties to conclude an annual performance agreement within one (1) month after the beginning of each financial year of the municipality.
- 1.3 The parties wish to ensure that they are clear about the goals to be achieved, and secure the commitment of the **Employee** to a set of outcomes that will secure local government policy goals.
- 1.4 The parties wish to ensure that there is compliance with Sections 57(4A), 57(4B) and 57(5) of the Systems Act.

2. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to -

- 2.1 comply with the provisions of Section 57(1) (b),(4A),(4B) and (5) of the Act as well as the employment contract entered into between the parties;
- 2.2 specify objectives and targets defined and agreed with the employee and to communicate to the employer's expectations of the employee's performance and accountabilities in alignment with the Integrated Development Plan, Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the municipality;
- 2.3 specify accountabilities as set out in a performance plan, which forms an annexure to this performance agreement;
- 2.4 monitor and measure performance against set targeted outputs;
- 2.5 use the performance agreement as the basis for assessing whether the employee has met the performance expectations applicable to his or her job;
- 2.6 in the event of outstanding performance, to appropriately reward the employee; and
- 2.7 give effect to the employer's commitment to a performance-orientated relationship with its employee in attaining equitable and improved service delivery.

3 COMMENCEMENT AND DURATION

- 3.1 This Agreement will commence on the **01st July 2015** and will remain in force until **30th June 2016** thereafter a new Performance Agreement, Performance Plan and Personal Development Plan shall be concluded between the parties for the next financial year or any portion thereof.
- 3.2 The parties will review the provisions of this Agreement during June each year. The parties will conclude a new Performance Agreement and Performance Plan that replaces this Agreement at least once a year by not later than the beginning of each successive financial year.

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- 3.3 This Agreement will terminate on the termination of the **Employee's** contract of employment for any reason.
- 3.4 The content of this Agreement may be revised at any time during the above-mentioned period to determine the applicability of the matters agreed upon.
- 3.5 If at any time during the validity of this Agreement the work environment alters (whether as a result of government or council decisions or otherwise) to the extent that the contents of this Agreement are no longer appropriate, the contents shall immediately be revised.

4 PERFORMANCE OBJECTIVES

- 4.1 The Performance Plan (**Annexure "A"**) hereto sets out-
 - 4.1.1 the performance objectives and targets that must be met by the **Employee**; and
 - 4.1.2 the time frames within which those performance objectives and targets must be met.
- 4.2 The performance objectives and targets reflected in Annexure A are set by the **Employer** in consultation with the **Employee** and based on the Integrated Development Plan, Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the **Employer**, and shall include key objectives; key performance indicators; target dates and weightings.
 - 4.2.1 The key objectives describe the main tasks that need to be done.
 - 4.2.2 The key performance indicators provide the details of the evidence that must be provided to show that a key objective has been achieved.
 - 4.2.3 The target dates describe the timeframe in which the work must be achieved.
 - 4.2.4 The weightings show the relative importance of the key objectives to each other.
- 4.3 The **Employee's** performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the **Employer's** Integrated Development Plan.

5 PERFORMANCE MANAGEMENT SYSTEM

- 5.1 The Employee agrees to participate in the performance management system that the Employer adopts or introduces for the Employer, management and municipal staff of the Employer.
- 5.2 The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.
- 5.3 The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.

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- 5.4 The Employee undertakes to actively focus towards the promotion and implementation of the KPAs (including special projects relevant to the employee's responsibilities) within the local government framework.
- 5.5 The criteria upon which the performance of the Employee shall be assessed shall consist of two components, both of which shall be contained in the Performance Agreement.
- 5.5.1 The Employee must be assessed against both components, with a weighting of 80:20 allocated to the Key Performance Areas (KPAs) and the Competency Requirements (CRs) respectively.
- 5.5.2 Each area of assessment will be weighted and will contribute a specific part to the total score.
- 5.5.3 KPAs covering the main areas of work will account for 80% and CRs will account for 20% of the final assessment.
- 5.5.4 The total score must determined using the rating calculator.
- 5.6 The Employee's assessment will be based on his / her performance in terms of the outputs / outcomes (performance indicators) identified as per attached Performance Plan (**Annexure A**), which are linked to the KPA's, and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee:

Key Performance Areas (KPA's)	Weighting
Basic Service Delivery	0%
Municipal Institutional Development and Transformation	15%
Local Economic Development (LED)	0%
Municipal Financial Viability and Management	60%
Good Governance and Public Participation	25%
Total	100%

- 5.7 In the case of managers directly accountable to the municipal manager, key performance areas related to the functional area of the relevant manager, must be subject to negotiation between the municipal manager and the relevant manager.
- 5.8 The CRs will make up the other 20% of the Employee's assessment score. CRs that are deemed to be most critical for the Employee's specific job should be selected (✓) from the list below as agreed to between the Employer and Employee. Three of the CRs are compulsory for Municipal Managers:

COMPETENCY REQUIREMENTS FOR EMPLOYEES		
LEADING COMPETENCIES		WEIGHT
Strategic Direction and Leadership	✓	5.5%
People Management and empowerment	Compulsory	4.5%
Program and Project Management		4.5%
Financial Management and Problem Solving Analysis	Compulsory	4.5%
Change Leadership and Knowledge Management		4.5%
Service Delivery Innovation		4.5%
Ethical Governance and Leadership	Compulsory	4.5%

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COMPETENCY REQUIREMENTS FOR EMPLOYEES		
LEADING COMPETENCIES		WEIGHT
Service delivery innovation		4.5%
Client orientation and customer focus		4.5%
CORE COMPETENCIES		
Moral Competence		4.5%
Strategic Planning		4.5%
Interpretation of and implementation within the legislative and national policy frameworks.	✓	4.5%
Knowledge of Performance Management and Reporting	✓	4.5%
Knowledge of Local Government Development	✓	4.5%
Knowledge of global and South Africa specific political, social and economic contexts		4.5%
Competence in policy conceptualisation analysis and implementation	✓	4.5%
Knowledge of more than one functional municipal field/discipline		4.5%
Mediation Skills		4.5%
Governance Skills		4.5%
Competence as required by other national line sector departments		4.5%
Exceptional and dynamic creativity to improve the function of the municipality		4.5%
Competence in self-management		4.5%
Total percentage	-	100%

6. EVALUATING PERFORMANCE

- 6.1 The Performance Plan (Annexure A) to this Agreement sets out -
- 6.1.1 the standards and procedures for evaluating the Employee's performance; and
- 6.1.2 the intervals for the evaluation of the Employee's performance.
- 6.2 Despite the establishment of agreed intervals for evaluation, the Employer may in addition review the Employee's performance at any stage while the contract of employment remains in force.
- 6.3 Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan as well as the actions agreed to and implementation must take place within set time frames.
- 6.4 The Employee's performance will be measured in terms of contributions to the goals and strategies set out in the Employer's IDP.
- 6.5 The annual performance appraisal will involve:

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6.5.1 Assessment of the achievement of results as outlined in the performance plan:

- (a) Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA.
- (b) An indicative rating on the five-point scale should be provided for each KPA.
- (c) The applicable assessment rating calculator (refer to paragraph 6.5.3 below) must then be used to add the scores and calculate a final KPA score.

6.5.2 Assessment of the CRs

- (a) Each CR should be assessed according to the extent to which the specified standards have been met.
- (b) An indicative rating on the five-point scale should be provided for each CR.
- (c) This rating should be multiplied by the weighting given to each CR during the contracting process, to provide a score.
- (d) The applicable assessment rating calculator (refer to paragraph 6.5.1) must then be used to add the scores and calculate a final CR score.

6.5.3 Overall rating

An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal.

6.6 The assessment of the performance of the Employee will be based on the following rating scale for KPA's and CRs:

Level	Terminology	Description	Rating				
			1	2	3	4	5
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.					

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Level	Terminology	Description	Rating				
			1	2	3	4	5
4	Performance significantly above expectations	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.					
3	Fully effective	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.					
2	Not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.					
1	Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the PA and Performance Plan. The employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement.					

6.7 For purposes of evaluating the annual performance of managers directly accountable to the municipal managers, an evaluation panel constituted of the following persons must be established -

- 6.7.1 Municipal Manager;
- 6.7.2 Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
- 6.7.3 Member of the mayoral or executive committee or in respect of a plenary type municipality, another member of council; and
- 6.7.4 Municipal manager from another municipality.

6.8 The manager responsible for human resources of the municipality must provide secretariat services to the evaluation panels referred to in sub-regulations (d) and (e).

7. SCHEDULE FOR PERFORMANCE REVIEWS

7.1 The performance of each **Employee** in relation to his / her performance agreement shall be reviewed on the following dates with the understanding that reviews in the first and third quarter may be verbal if performance is satisfactory:

First quarter : July – September: not later than **3rd week of October 2015**

Second quarter : October – December not later than 3rd week of January 2016
Third quarter : January – March not later than 3rd week of April 2016
Fourth quarter : April – June not later than 3rd week of July 2016.

7.2 The Employer shall keep a record of the mid-year review and annual assessment meetings.

7.3 Performance feedback shall be based on the Employer's assessment of the Employee's performance.

7.4 The Employer will be entitled to review and make reasonable changes to the provisions of Annexure "A" from time to time for operational reasons. The Employee will be fully consulted before any such change is made.

7.5 The Employer may amend the provisions of Annexure A whenever the performance management system is adopted, implemented and / or amended as the case may be. In that case the Employee will be fully consulted before any such change is made.

8. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as Annexure B.

9. OBLIGATIONS OF THE EMPLOYER

9.1 The Employer shall –

- 9.1.1 create an enabling environment to facilitate effective performance by the employee;
- 9.1.2 provide access to skills development and capacity building opportunities;
- 9.1.3 work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- 9.1.4 on the request of the Employee delegate such powers reasonably required by the Employee to enable him / her to meet the performance objectives and targets established in terms of this Agreement; and
- 9.1.5 make available to the Employee such resources as the Employee may reasonably require from time to time to assist him / her to meet the performance objectives and targets established in terms of this Agreement.

10. CONSULTATION

10.1 The Employer agrees to consult the Employee timeously where the exercising of the powers will have amongst others –

- 10.1.1 a direct effect on the performance of any of the Employee's functions;
- 10.1.2 commit the Employee to implement or to give effect to a decision made by the Employer; and
- 10.1.3 a substantial financial effect on the Employer.

10.2 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in 10.1 as soon as is practicable to enable the Employee to take any necessary action without delay.

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11. MANAGEMENT OF EVALUATION OUTCOMES

- 11.1 The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- 11.2 A performance bonus of between 5% to 14% of the total remuneration package may be paid to the Employee in recognition of outstanding performance to be constituted as follows:
- 11.2.1 a score of 130% to 149% is awarded a performance bonus ranging from 5% to 9%; and
 - 11.2.2 a score of 150% and above is awarded a performance bonus ranging from 10% to 14%.
 - 11.2.3 a score of 129 and below is not awarded a performance bonus.
- 11.3 In the case of unacceptable performance, the Employer shall –
- 11.3.1 provide systematic remedial or developmental support to assist the Employee to improve his or her performance; and
 - 11.3.2 after appropriate performance counselling and having provided the necessary guidance and/ or support as well as reasonable time for improvement in performance, the Employer may consider steps to terminate the contract of employment of the Employee on grounds of unfitness or incapacity to carry out his or her duties.

12. DISPUTE RESOLUTION

- 12.1 Any disputes about the nature of the Employee's performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/ or any other matter provided for, shall be mediated by –
- 12.1.1 the MEC for local government in the province within thirty (30) days of receipt of a formal dispute from the Employee; or
 - 12.1.2 any other person appointed by the MEC.
 - 12.1.3 In the case of managers directly accountable to the municipal manager, a member of the municipal council, provided that such member was not part of the evaluation panel provided for in sub-regulation 27(4)(e) of the Municipal Performance Regulations, 2006, within thirty (30) days of receipt of a formal dispute from the employee;
- whose decision shall be final and binding on both parties.
- 12.2 In the event that the mediation process contemplated above fails, clause 20.3 of the Contract of Employment shall apply.

13. GENERAL


- 13.1 The contents of this agreement and the outcome of any review conducted in terms of Annexure A may be made available to the public by the Employer.
- 13.2 Nothing in this agreement diminishes the obligations, duties or accountabilities of the Employee in terms of his/ her contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.

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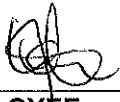
13.3 The performance assessment results of the municipal manager must be submitted to the MEC responsible for local government in the relevant province as well as the national minister responsible for local government, within fourteen (14) days after the conclusion of the assessment.

Thus **done** and **signed** at KWAGGAFONTEIN on this the *12th* day of *July* 2015


AS WITNESSES:

1.  _____

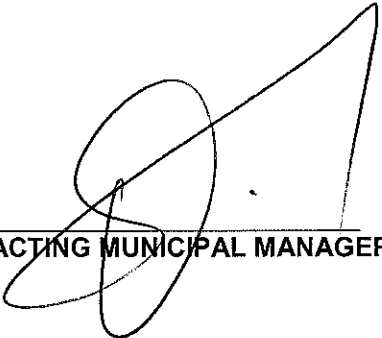
2.  _____

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EMPLOYEE

AS WITNESSES:

1.  _____

2. _____

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ACTING MUNICIPAL MANAGER

DEPARTMENT OF FINANCE

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6.2.4. Finance Services

MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT												
KPA	LOCATION	BASELINE 2014/2015	KEY PERFORMANCE INDICATOR	ANNUAL TARGET 2015/2016 (000)	ANNUAL BUDGET (000)	QUARTERLY PERFORMANCE TARGET AND BUDGET				OUTPUT INDICATOR	OUTCOME INDICATOR	PORTFOLIO OF EVIDENCE
						Q1 (000)	Q2 (000)	Q3 (000)	Q4 (000)			
Financial Viability		2014/2015 adjustment in budget place	Approved 2015/16 adjustment budget	Adjusted and approved 2015/2016 Budget by 28 February 2016	In house	0	0	Approved Adjusted Budget 2015/16	0	Balanced budget	improve service delivery	Council resolution
Financial Viability		2015/2016 MTREF budget in place	Complied and Approved MTREF budget and budget related policies for 2016/2017	Approved Budget and budget related policies for 2016/2017 by 31 May 2016	In house	Tabled schedule of key deadline (together with IDP process Plan)	Consultation Conducted	tabled MTREF budget for 2016/2017 and budget related policies	approved MTREF budget for 2016/2017 and budget related policies	Compliant budgets	improve service delivery	Approved MTREF budget Council resolution
Financial Viability		R31,904,036 own revenue collected	Amount of own revenue collected within the financial year	R488 837 total revenue excluding capital transfers collected by 30 June 2016	In house	R122209 total revenue collected	R122209 total revenue collected	R122209 total revenue collected	R122209 total revenue collected	decreasing doubtful debts	achieve acceptable collection level of all amounts billed	71 Monthly reports
Revenue collection				Property Rates - (R57411)	In house	R14353 total revenue collected	R14353 total revenue collected	R14353 total revenue collected	R14353 total revenue collected	decreasing doubtful debts	achieve acceptable collection level of all amounts billed	71 Monthly reports
				Service charges - (R59285)	In house	R14816 total revenue collected	R14816 total revenue collected	R14816 total revenue collected	R14816 total revenue collected	decreasing doubtful debts	achieve acceptable collection level of all amounts billed	71 Monthly reports
				Investment Revenue- (R2469) (Transfers- (R309 291))	In house	R662 total revenue collected	R662 total revenue collected	R662 total revenue collected	R662 total revenue collected	decreasing doubtful debts	achieve acceptable collection level of all amounts billed	71 Monthly reports

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MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT												
KPA	LOCATION	BASELINE 2014/2015	KEY PERFORMANCE INDICATOR	ANNUAL TARGET 2015/2016 ('000)	ANNUAL BUDGET ('000)	QUARTERLY PERFORMANCE TARGET AND BUDGET				OUTPUT INDICATOR	OUTCOME INDICATOR	PORTFOLIO OF EVIDENCE
						Q1 ('000)	Q2 ('000)	Q3 ('000)	Q4 ('000)			
				Other own Revenue (R60400)		R77323 total revenue collected	R77323 total revenue collected	R77323 total revenue collected	R77323 total revenue collected			
Financial Viability		12 monthly reports submitted to the Executive Mayor and National treasury	Number of MFMA Section 71 reports submitted to the Executive Mayor and National treasury within 10 working days after the end of each month	12 monthly reports submitted by 30 June 2016	In house	3 monthly reports submitted	3 monthly reports submitted	3 monthly reports submitted	3 monthly reports submitted	12 Monthly reports	improve service delivery	Proof of submission and 12 reports
Financial Viability		4 quarterly SCM report submitted to council	number of quarterly SCM report submitted to council	4 quarterly SCM report submitted by 30 June 2016	In house	1 quarterly report submitted	1 quarterly report submitted	1 quarterly report submitted	1 quarterly report submitted	4 SCM reports	improve service delivery	4 reports and council resolutions
Financial Viability		4 quarterly financial statements submitted to council	Number of quarterly financial statement submitted to council	4 quarterly financial statements submitted by 30 June 2016	In house	1 quarterly financial statement submitted	1 quarterly financial statement submitted	1 quarterly financial statement submitted	1 quarterly financial statement submitted	4 quarterly financial statement	improve services delivery	Council resolution and reports
Financial Viability		12 monthly bank reconciliation submitted	Number of monthly bank reconciliation submitted	12 monthly bank reconciliation submitted by 30 June 2016	In house	3 monthly bank reconciliation submitted	3 monthly bank reconciliation submitted	3 monthly bank reconciliation submitted	3 monthly bank reconciliation submitted	12 monthly bank reconciliation	Improve services delivery	12 monthly bank reconciliation

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KPA	MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT											
	LOCATION	BASELINE 2014/2015	KEY PERFORMANCE INDICATOR	ANNUAL TARGET 2015/2016 ('000)	ANNUAL BUDGET ('000)	QUARTERLY PERFORMANCE TARGET AND BUDGET				OUTPUT INDICATOR	OUTCOME INDICATOR	PORTFOLIO OF EVIDANCE
						Q1 ('000)	Q2 ('000)	Q3 ('000)	Q4 ('000)			
Financial Viability	2013/2014 Annual Financial Statement to Auditor General on the 29 August 2014	Compiled and submitted 2014/2015 Annual Financial Statement to Auditor General	AFS submitted to AG by 31 August 2015	In house	0	Compiled and Submitted AFS to AG by 31 August 2015	0	0	0	AFS submitted to Auditor General and Audit committee	2014/2015 AFS	Acknowledgement letter
Financial Viability	2013/2014 qualified opinion	Received unqualified Audit opinion	Received Audit report by 31 December 2015	In house	0	Developed action plan by 30 December 2015	Addressed all queries raised by AG in the action plan by 28 February 2015	0	0	unqualified Audit opinion	Achieved clean audit	Implemented Action plan
Financial Viability	2 assets verifications conducted	Number of assets verifications conducted	2 assets verifications conducted	In house	0	1 assets verification conducted	1 assets verification conducted	0	1 assets verification conducted	2 assets verification conducted	Updated assets register	
Financial Viability	2 stocktaking conducted	Number of stocktaking conducted	2 stocktaking conducted by 30 June 2016	In house	0	1 assets verification conducted	1 assets verification conducted	0	1 assets verification conducted	2 stocktaking conducted	Updated assets register	
Financial Viability	Assets register in place	Updated assets register	Updated assets register by 30 June 2015	In house	0	0	0	0	0	100% Updated assets register	GRAP compliance	Updated assets register
Financial Viability	Revenue enhancement strategy in place	Implementation of the data cleansing process	Implemented data cleansing process by 30 June 2016	In house	0	Developed implementation plan	Plan implemented and reporting	Plan implemented	Plan implemented	Implemented data cleansing process	Achieved clean audit	Report
Financial Viability	Valuation roll in place	% of valuation roll implemented	100% valuation roll implemented by 30 June 2016	R500	25% valuation roll implemented	25% valuation roll implemented	25% valuation roll implemented	25% valuation roll implemented	25% valuation roll implemented	100% valuation roll implemented	Achieved clean audit	Physical verification

Monthly Performance Target and Budget

KPI	Annual Target	Annual Budget	July 2015	August 2015	September 2015	October 2015	November 2015	December 2015	January 2016	February 2016	March 2016	April 2016	May 2016	June 2016
Approved 2015/16 adjustment budget	Adjusted and approved 2015/2016 Budget by 28 February 2016	In house	0	0	0	0	0	0	0	Adjusted and approved 2015/2016 Budget by 28 February 2016	0	0	0	0
Complied and Approved MTREF budget and related policies for 2016/2017	Approved MTREF Budget and budget related policies for 2016/2017 by 31 May 2016	In house	0	0	0	0	0	0	0	0	0	0	0	0
Amount of own revenue collected within the financial year	R488 837 total revenue excluding capital transfers collected by 30 June 2016	In house	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected	R 40736 revenue collected
	Property Rates - (R57411)	In house	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected	R4784 revenue collected
	Service charges - (R59265)	In house	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected	R4939 revenue collected

KPI	Annual Target	Annual Budget	July 2015	August 2015	September 2015	October 2015	November 2015	December 2015	January 2016	February 2016	March 2016	April 2016	May 2016	June 2016
	Investment Revenue- (R2469) (Transfers- (R309 291) Other own Revenue (R60400)	In house	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected	R206 revenue collected R 25774 Revenue collected R5033 Revenue collected
Number of MFMA Section 71 reports submitted to the Executive Mayor and provincial treasury within 10 working days after the end of each month	12 monthly reports submitted by 30 June 2016	In house	1 monthly reports	1 monthly reports	1 monthly reports	1 monthly reports	1 monthly reports	1 monthly reports	1 monthly reports	1 monthly reports	1 monthly reports	1 monthly reports	1 monthly reports	1 monthly reports
number of quarterly SCM report submitted to council	4 quarterly SCM report submitted by 30 June 2016	In house	1	0	0	1	0	0	1	0	0	1	0	0

KPI	Annual Target	Annual Budget	July 2015	August 2015	September 2015	October 2015	November 2015	December 2015	January 2016	February 2016	March 2016	April 2016	May 2016	June 2016
Number of quarterly financial statement submitted to council	4 quarterly financial statement submitted by 30 June 2016	In house	1	0	0	1	0	0	1	0	0	1	0	0
Number of monthly bank reconciliation submitted	12 monthly bank reconciliation submitted by 30 June 2016	In house	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted	1 monthly bank reconciliation submitted
Compiled and submitted 2014/2015 Annual Financial Statement to Auditor General	AFS submitted to AG by 31 August 2015	In house	Compile AFS	Submitted AFS Auditor General to	0	0	0	0	0	0	0	0	0	0
Number of assets verifications conducted	2 assets verifications conducted	In house	0	0	0	0	0	1	0	0	0	0	0	1
Number of stocktaking conducted	2 stocktaking conducted by 30 June 2016	In house	0	0	0	0	0	1	0	0	0	0	0	1
% of valuation roll implemented	100% valuation roll implemented by 30 June 2016	R500	0	0	25% valuation roll implemented	0	0	25% valuation roll implemented	0	0	25% valuation roll implemented	0	0	25% valuation roll implemented