

8.6 KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Strategic Objective : Sound Governance through effective oversight

Project Name	Priority Programme	KPI	IDP Ref No	Budget R 000's	Baseline 2015/16	Quarterly Targets 2017/18				Portfolio of Evidence	Responsible Department	
						Q1	Q2	Q3	Q4			Annual
Special Programs	Transversal	Number of quarterly Special Programs held in terms of the (Elderly, Children, Disabled, Traditional healers and Youth	GG01	265	12	3	3	3	3	12	Special programmes reports	Corporate Services
Mayoral programme: Youth development		Number of Youth programmes / initiatives implemented each quarter	GG04	137,4	1	2	N/A	N/A	N/A	2	Quarterly Youth reports	
Public participation	Public Participation	Number of IDP public participation meetings and Imbizo's held	GG02	636	4	1	1	1	1	4	Attendance register	
Ward committee support		Number monthly Ward Committees meetings held	GG03	1 038,8	192	48	48	48	48	192	Quarterly ward committee's reports	
		% of Ward operational plans submitted to Council per annum		Internal	50%	N/A	N/A	50%	50%		Ward operational plans	
Municipal Newsletter	Customer / Stakeholder Relationship Management	Number of quarterly newsletters published	GG05	281,5	4	1	1	1	1	4	Published Newsletters	
Council Functionality	Good Governance and Oversight	Number of ordinary Council meeting held by June 2018 as per the approved Calendar of Events	GG07	Internal	4	1	1	1	1	4	Council meeting minutes	Corporate Services
		Number quarterly status reports submitted to Council in terms of resolutions resolved within the prescribed		Internal	4	1	1	1	1	4	Quarterly status report of Council resolutions resolved	

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Training of Councillors		timeframe of (3) months Number of councillors to be trained		212	32	5	3	12	12			
MPAC functionality	Good Governance and Oversight	Number of quarterly MPAC meetings held	GG07	Internal	4	1	1	1	1	4	MPAC meeting reports	
Internal Audit	Internal Audit	Number of risk based audit reports compiled	GG10	500,000.00	11	2	3	6	3	14	Internal audit reports	Office of the Municipal Manager
Audit of Performance Information (AOPI)		Number of AOPI audit reports compiled	GG11	0.00	4	1	1	1	1	4	Quarterly AoPI reports	
Operation Clean Audit (OPCA) – Audit Improvement Action Plan	OPCA	Number of AG findings addressed as per the audit improvement action plan	GG12	0.00	4	1	1	1	1	4	API progress reports	
OPCA - Follow-Up audit on AGSA findings		No of follow-up audit reports compiled	GG13	0.00	4	1	1	1	1	4	Follow up audits reports	
Audit, performance & risk committees	Audit and Risk	Number of reviewed AFS reports compiled (Internal Audit & Audit Committee)	GG14	650,000.00	2	2	N/A	N/A	N/A	2	Internal audit report on AFS	
		Number of Audit & Performance Committee Meetings held	GG15		6	2	1	2	1	6	Audit committee report on AFS Agenda pack of the A&P Committee meetings	
Municipality's risk management profile	Risk Management	Number of approved risk registers in place.	GG16	0.00	2	N/A	N/A	N/A	2	2	Risk Assessment report	
Fraud Risk Assessment		Number of risk mitigating implementation reports compiled	GG17	0.00	4	1	1	1	1	4	Risk mitigating implementation report	

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		Approved fraud risk register in place	GG18	0.00	1	N/A	N/A	N/A	1	1	Fraud risk register	
Anti-fraud awareness workshops/campaigns		Number of anti-fraud and corruption awareness campaigns held	GG19	0.00	4	1	1	1	1	4	Awareness presentation & Attendance registers	
Risk Committee Meetings		No of Risk Committee Meetings held	GG20	0.00	4	1	1	1	1	4	Risk committee Agenda pack	
Security personnel service provider		No of municipal properties safe-guarded(provided personnel security)	GG21	3,700,000.00	13	19	19	19	19	19	Security management's Monthly Activity reports	
EPWP – Guard Officers for community halls	Security Services	Number of security personnel deployed to safe-guarded community halls	GG22	280,000.00	11	N/A	N/A	N/A	N/A	10	Security management's Monthly Activity reports	
Security Intelligence services		Number of Security advisory reports compiled	GG23	0.00	2	N/A	1	N/A	1	2	Security advisory reports	
Surveillance Cameras for the workshop		Number of security Awareness Campaigns	GG24	0.00	4	1	1	1	1	4	Awareness presentations & Attendance registers	
Physical security upgrade		Number of Surveillance Cameras system installed at the workshop	GG24	100,000.00	New	1	N/A	N/A	N/A	1	Invoices and delivery note	
		% of Physical security upgrade done as per security upgrade plan	GG24	200,000.00	100%	100%	100%	100%	100%	100%	Security management's Monthly Activity reports	
	Supply Chain Management	% attendance at scheduled Bid Committee meetings by 30 Jun 2018 (OMIM)	FV 07	Internal	New	100%	100%	100%	100%	100%	Attendance register	

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	Policies	# of new / reviewed policies adopted by Council by 31 March 2018 (OMM)		Internal	3	N/A	N/A	3	3	3	Approved policies and Council resolution	Office of the Municipal Manager
	Good Governance and Oversight	Draft Consolidated Annual Report submitted on or before the 31st Aug 2017	FV 10	Internal	1	N/A	N/A	N/A	1	1	Draft consolidated Annual Report	
		Submission of Final audited consolidated Annual Report to Council on or before 28 January 2018		Internal	1	N/A	N/A	N/A	1	1	1	Final consolidated Annual Report
		Submission of Oversight Report to Council by the 30th March 2018		Internal	1	N/A	N/A	N/A	1	1	Annual Performance Oversight Report	
		Obtain a Qualified Auditor General opinion for the 2016/17 financial year	GG 12	Internal	Qualified opinion	N/A	Qualified opinion	N/A	N/A	Qualified opinion	Final AG Management Letter	
		Adjusted Budget and SDBIP approved by Executive Mayor by the end of February 2018	FV 05	Internal	1	N/A	N/A	N/A	1	1	Copy of Adjustment Budget and SDBIP	
		Final SDBIP approved by Executive Mayor within 28 days after approval of Budget	New	Internal	1	N/A	N/A	N/A	1	1	Copy of Final approved SDBIP	
		Number of monthly EXCO meetings held	GG 07	Internal		3	3	3	3	12	EXCO meeting minutes	Corporate Services

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	Good Governance and Oversight	Number of Section 79 Committee meetings held each quarter		Internal		1	1	1	1	4	Agenda and minutes of each of Section 79 Committee meeting	

9. CONCLUSION

The SDBIP is a vital monitoring tool for the mayor and council to monitor in-year performance of the municipality. The SDBIP gives meaning to the budget and the IDP and will inform both in-year reporting in terms of section 71 (monthly reporting), section 72 (mid-year report) and section 46 (end-of-year annual reports). This enables the Mayor and Municipal Manager to be pro-active and take remedial steps in the event of poor performance.

The SDBIP provides the top layer of information for the performance agreements of the municipal manager and senior managers, including the outputs and deadlines for which they will be held responsible. The SDBIP aims to ensure that managers are problem-solvers, who routinely look out for unanticipated problems and resolve them as soon as possible. The SDBIP also enables the council to monitor the performance of the municipality against quarterly targets on service delivery

10. APPROVAL



SIGNED:

DATE: 22/06/2017

MAYOR