

NTABANKULU LOCAL MUNICIPALITY																							
FINANCIAL MANAGEMENT DRAFT SOBIP 2022-2023																							
DEPARTMENTAL VISION:																							
Supported KPA	Priority Area	IDP Objectives	IDP Objective No.	IDP Strategies	Indicator			KPI Number	Baseline on the date of review	Annual Target	Activities								Measurement Source & Frequency	Budget Amount	Funding Source	Custodian	
					Input	Output	Outcome				2022/2023 Quarter 1 Target (July To)	POE	2022/2023 Quarter 2 Target (October)	POE	2022/2023 Quarter 3 Target (January To)	POE	2022/2023 Quarter 4 Target (April To June)	POE					
FINANCIAL VIABILITY	Revenue Management and enhancement	To increase own revenue collection to R120 000 000 for effective and efficient service delivery by June 2027	FV 01	1. To review and implement the revenue enhancement strategy by June 2027	1. Inputs from the directorates on the review of Revenue Enhancement Strategy.	R20 000 000 of own revenue collected	Financial stability Improved service delivery	4.1.1	90% billed and updated on billing system	Increased own revenue by collecting R20 000 000.00 by 30 June 2023	1. Upload General valuation on the system per category	R3 000 000 collected on own revenue by 30 September 2022.	1. Cash receipt Journal. 2. Age Analysis 3. Report on Revenue Collected	R12 000 000 collected on own revenue by 31 December 2022	1. Cash receipt Journal and Age Analysis 2. Section 52d report	R16 000 000 collected on own revenue by 31 March 2023.	1. Cash receipt Journal and Age Analysis 2. Section 52d report	R20 000 000 collected on own revenue by 30 June 2023	1. Cash receipt Journal and Age Analysis 2. Section 52d report	Quarterly report on revenue collected	R64 000,00	Equitable Share	CFO
					2. Billing reports for effective and efficient service delivery by June 2027	3. Valuation Rolls, Debtors lists and Approved Tariffs 4. Property rates Act. 5. Approved credit control and debt collection policy.	2. Assign approved tariffs per category on the system. 3. Review Cash receipt Journal against Bank Statements, Deposits slips and the general ledger. 4. Delivery of Statements to Customers. 5. Billing of Interest on outstanding debts within 7 days. 6. Gaazetting of By- laws. 7. Reconcile Government customers age analysis to the general ledger and issue invoices.				100% billed customers for three months period as per the valuation roll, ticket books and lease register	Reconciliation of Billing report and valuation roll, ticket books and lease register	100% billed customers for three months period as per the valuation roll, ticket books and lease register	Reconciliation of Billing report and valuation roll, ticket books and lease register	100% billed customers for three months period as per the valuation roll, ticket books and lease register	Reconciliation of Billing report and valuation roll, ticket books and lease register	100% billed customers for three months period as per the valuation roll, ticket books and lease register	Reconciliation of Billing report and valuation roll, ticket books and lease register	Quarterly report on revenue collected	R68 000,00	Equitable Share	CFO	
					2. Achieving 100% billing for all services (rates, refuse, rentals and traffic fines) through maintenance of an effective billing system and database by June 2027	Debtors statements, valuation Roll, Lease agreements, ticket books and Billing report	100% billed customers as per billing system				Financial stability Improved service delivery	4.1.2	100% billed customers and updated billing system	100% billed customers as per the valuation roll by 30th June 2023	1. Capturing of General valuation on the system per category 2. Update customer information on the system with contact details. 3. Assign approved tariffs per category on the system. 4. Pre- billing of customers per Valuation Roll 5. Reconcile Pre-Billing report to General valuation roll and Supplementary Valuation Roll and correct reconciling items. 6. Reconcile valuation Roll to Deeds Report and follow up on discrepancies 7. Reconcile Pre-billing report to Post billing Report. 8. Compare Lease register to pre-billing report for all Rental Billings. 9. Maintain a file of Lease agreements as per lease register. 10. Where lease agreements have expired, liaise with legal services	100% billed customers for three months period as per the valuation roll, ticket books and lease register	Agreed owner information on the financial system to deeds information.	100% billed customers for three months period as per the valuation roll, ticket books and lease register	Agreed owner information on the financial system to deeds information.	100% billed customers for three months period as per the valuation roll, ticket books and lease register	Agreed owner information on the financial system to deeds information.	100% billed customers for three months period as per the valuation roll, ticket books and lease register	Agreed owner information on the financial system to deeds information.
Financial Planning and Reporting	To compile credible annual and adjustment budgets that are aligned with Service Delivery Objectives and also compliant with MSCOA and GRAP standards by June 2027.	FV 02	Timetous preparation of annual budget and adjustment budget in compliance with the mSCOA and MFMA requirements	Grant schedules, inputs from the Directorates, NT circulars, Division of Revenue Bill, Division of Revenue Act	One adjustment budget 2022/23, One of Draft 2023/2024, One annual 2023/2024 and approved by the Council within legislated timelines.	Credible budgets aligned to service delivery objectives and Compliant with MSCOA and GRAP standards.	4.1.1	2021/2022 General Valuation Roll and Supplementary Valuation Roll 4.	Developed general and supplementary valuation roll (SV1) by 30 June 2023	1. Maintain a file of all objections lodged and prepare Objections register. 2. Request information from town planning and building control to inform the general and supplementary valuation. 3. Declaration of Date of Valuation by Council 4. Detailed Data Collection by the Property Valuer	Conducted data collection and captured the collected data on the system by 30 September 2022.	Progress report on data collected	Developed draft General Valuation roll by 31 December 2022.	Progress report on data collected	Publicised draft valuation roll for objections by 31 March 2023. Engagements with ratepayers on objections.	1. Draft Valuation Roll 2. Objections register 3. Advert for objections 4. Minutes of Meetings with Ratepayers	1. Developed final General Valuation roll and compulsory supplementary valuation roll Version 1 by 30 June 2023. 2. Gazetted Resolution to levy rates	1. Council resolution 2. Valuation certificate 3. Final General and Supplementary Valuation Roll version 1 4. Gazetted Resolution to levy rates	Quarterly reports on valuation data collected	R388 000,00	Equitable Share	CFO	
											2021/2022 Approved final and adjustment budget	1. 2022/2023 Adjustment budget Prepared and adopted by 28 February 2023 2. Draft budget 2023/2024 Prepared and adopted by 31 March 2023. 3. 2023/24 Annual budget prepared and adopted by 31 May 2023	1. Consolidate budget inputs from the directorates. 2. Prepare adjustment budget. 3. Develop draft budget. 4. Capture budget to the Financial System. 5. Agree data strings to A and B schedules. 6. Submit draft, Annual and adjustment budget to council for approval. 7. Submit approved draft, Annual and adjustment budget to Treasury. 8. Circulation of system generated budget to all directorates 9. Advertise Draft, Annual and Adjustment Budget on Locally Circulating Paper. 10. Monthly Monitoring of Budget Vs Actual Expenditure.	1. Circulated system generated budget to all directorates by 30 September 2022. 2. Monitored the Budget Vs Actual Expenditure by 30 September 2022.	1. System Generated Report 2. Proof of circulation to directorates. 3. Budget vs Actual Expenditure Schedule.	1. Prepared 2022/2023 draft adjustment budget by December 2022 2. Monitored the Budget Vs Actual Expenditure by 31 December 2022.	Draft adjustment budget Budget vs Actual Expenditure Schedule.	1. Reviewed, Captured and Adopted 2022/2023 Adjustment Budget by 28 February 2023. 2. Prepared and Submitted adjustment budget data strings to PT & NT by 31 March 2023. 3. Prepared and Adopted GRAP and mSCOA compliant 2023/2024 Draft Budget by March 2023	1. Adopted 2022/2023 Budget Adjustment 2. Council Resolution 3. Proof of submission of adjustment budget data strings to PT & NT by 31 March 2023. 4. Budget vs Actual Expenditure Schedule.	1. Prepared and Adopted GRAP and mSCOA compliant 2023/2024 Original Budget by 31 May 2023 2. Prepared Submitted draft and original budget data strings to PT & NT by 30 June 2023. 3. Monitored the Budget Vs Actual Expenditure by 30 June 2023.	Draft, annual and adjustment budgets.	R2 574 517,00	Equitable Share and FMG

FINANCIAL VIABILITY	Expenditure Management	To implement of effective, efficient processes and systems of managing Municipal finances by June 2027	FV 03	Strengthen the effectiveness of expenditure control including procedures for approval, authorisation, withdrawal and payment of funds.	Internal and external Source documents(Supplier invoices, third party inputs from Corporate services)	Creditors paid within thirty days of receipt of a valid invoice. Salaries paid on the 25th day of each month. Third parties paid within seven working days after the end of the month	Compliance with MFMA section 65 for effective and efficient service delivery	4.3.1	2021/2022 Annual expenditure report	Produced 12 monthly expenditure reports prepared and circulated to all directorates within ten working days after the end of each month Reviewed expenditure made after year end and identified accruals and payables Creditors paid within thirty days of receipt of a valid invoice. Salaries paid on the 15th & 25th day of each month Third parties paid within seven working days after the end of the month by June 2023	1. Raise expenditure per expenditure vote on the GL 2. Analyse expenditure per vote to identify misallocations. 3. Distribution of monthly expenditure reports to directorates. 4. Payment of creditors, third parties and salaries. 5. Identify accruals and consolidate the list as at year end. 6. Review all payments made after year end to eliminate misclassifications.	1. Produced 3 monthly expenditure reports prepared and circulated to all directorates within ten working days after the end of each month 2. Monthly expenditure report 3. List of accruals and payables.	1. Proof of circulation of Expenditure Reports to Directorates	3 monthly expenditure reports prepared and circulated to all directorates within ten working days after the end of each month	1. Proof of circulation of Expenditure Reports to Directorates	2. Monthly expenditure report	1. Produced 3 monthly expenditure reports prepared and circulated to all directorates within ten working days after the end of each month	1. Proof of circulation of Expenditure Reports to Directorates	2. Monthly expenditure report	Produced 3 monthly expenditure reports prepared and circulated to all directorates within ten working days after the end of each month	1. Proof of circulation of Expenditure Reports to Directorates	2. Monthly expenditure report	Quarterly expenditure report	R1 817 009,00	Equitable Share	CFO				
												100% Paid creditors within 30 days of receipt of valid invoice.	Creditors Age Analysis Centralised invoice register	100% Paid creditors within 30 days of receipt of valid invoice.	Creditors Age Analysis Centralised invoice register	100% Paid creditors within 30 days of receipt of valid invoice.	Creditors Age Analysis Centralised invoice register	100% Paid creditors within 30 days of receipt of valid invoice.	Creditors Age Analysis Centralised invoice register	R0,00										
												Paid Staff and Councillors salaries by the 25th of each month	Salary Reports Bank statement	Paid Staff and Councillors salaries by the 25th of each month	Salary Reports Bank statement	Paid Staff and Councillors salaries by the 25th of each month	Salary Reports Bank statement	Paid Staff and Councillors salaries by the 25th of each month	Salary Reports Bank statement	R0,00										
	Supply Chain Management	To implement Supply chain Management related legislation for strengthened accountability and effective service delivery by June 2027.	FV 04	Comply to Supply Chain Management implementation regulations, procedures and reporting	Centralised supplier database; Supply Chain Management policy, regulations and circulars, Standard Operating procedures, Deviation report, and Register for irregular expenditure	Four submitted Supply chain management report in line with section 52(d) and section 72 reports to the Council and to Treasury.	Compliance with chapter 11 of the MFMA. Strengthened accountability on municipal procurement processes.	4.4.1	2021/2022 registers for deviations and irregular expenditure.	1. Updated and maintained deviations and irregular expenditure by 30 June 2023	Submit reports on deviations and irregular expenditure (SCM implementation report) to the Council and Treasury through section 52(d) and Section 72 report.	Submitted report (1st Quarter) on deviations and irregular expenditure (SCM implementation) to the Council and Treasury through section 52(d) report by 30 September 2022	1. Reports on deviations and irregular expenditure (SCM implementation) to Treasury & Council. 2. Proof of submission through section 52(d) report by 31 December 2022	Submitted report (1st Quarter) on deviations and irregular expenditure (SCM implementation) to Treasury & Council. 2. Proof of submission through section 72 Report by 31 March 2023.	1. Reports on deviations and irregular expenditure (SCM implementation) to Treasury & Council. 2. Proof of submission through section 72 Report by 31 March 2023.	Submitted report (2nd quarter) on deviations and irregular expenditure (SCM implementation) to the Council through section 52(d) Report by 30 June 2023.	Reports on deviations and irregular expenditure (SCM implementation) to the Council through section 52(d) Report by 30 June 2023.	Reports on deviations and irregular expenditure (SCM implementation) to the Council through section 52(d) Report by 30 June 2023.	2. Proof of submission to Treasury and Council	Submitted report (3rd quarter) on deviations and irregular expenditure (SCM implementation) to the Council through section 52(d) Report by 30 June 2023.	Reports on deviations and irregular expenditure (SCM implementation) to the Council through section 52(d) Report by 30 June 2023.	2. Proof of submission to Treasury and Council	Quarterly report on deviation and irregular expenditure (SCM implementation) to the council through section 52(d) and section 72 reports.	R280 000,00	Equitable Share	CFO				
												Procurement plans from directorates.	3 of procurement plans developed and 4 procurement reports submitted to Council	Efficiently managed institutional procurement processes.	4.4.2	2021/2022 procurement plan	Developed and implemented institutional procurement plan by 30 June 2023	1. Prepare and Consolidate procurement plans received from directorates. 2. Distribute the consolidated procurement plan to the directorates. 3. Report on progress of procurement on a Quarterly basis.	1. Implemented the approved procurement plan by 30th September 2022. 2. Updated procurement plan and circulated to all directorates by 30th September 2022.	1. Progress report on the implementation of procurement plan by 31 December 2022. 2. Proof of circulation of Approved Procurement Plan to directorates.	1. Implemented the approved procurement plan by 31 December 2022. 2. Proof of circulation of Approved Procurement Plan to directorates.	1. Progress report on the implementation of procurement plan by 31 March 2023. 2. Updated procurement plan and circulated to all directorates by 31 March 2023. 3. Reviewed 2022/23 procurement plan in line with the SDBIP turnaround. 4. Developed draft 2023/2024 procurement plan. 5. Approved 2022/2023 turnaround procurement	1. Progress report on the implementation of procurement plan by 31 March 2023. 2. Proof of circulation of progress report to directorates. 3. Approved 2023/2024 procurement plan by council.	1. Implemented the approved procurement plan by 30 June 2023. 2. Updated procurement plan and circulated to all directorates by 30 June 2023. 3. Approved 2023/2024 procurement plan by council.	1. Progress report on the implementation of procurement plan by 30 June 2023. 2. Proof of circulation of progress report to directorate. 3. Approved 2023/2024 procurement plan. 4. Draft 2023/2024 procurement plan.	1. Progress report on the implementation of procurement plan by 30 June 2023. 2. Proof of circulation of progress report to directorate. 3. Approved 2023/2024 procurement plan. 4. Council Resolution	Procurement plan and quarterly implementation report	R0,00		CFO
												Register for awards (Contracts and quotations registers), supplier ledgers MFMA circulars and bank statements	4 reports of contracts, quotations and commitment approved by Council and submitted to Treasury	Improved service delivery performance	4.4.3	Updated and maintained 2021/2022 contracts, quotations and commitment register	Updated and maintained contracts, quotations and commitment registers by 30 June 2023	1. Update the register with contracts awarded for the month. 2. Update and Monitor Operational and Capital commitments Register. 3. Update the Quotations Register	Updated and maintained contracts, commitments (Operational & Capital), and quotations registers by 30 September 2022. 4. Checklist for all Contracts in the contracts register	1. Contracts Register 2. Commitments Registers (Operational & Capital), and quotations registers by 31 December 2022. 4. Checklist for all Contracts in the contracts register	Updated and maintained contracts, commitments (Operational & Capital), and quotations registers by 31 March 2023.	1. Contracts Register 2. Commitments Registers (Capital and Operational) 3. Quotations registers by 31 March 2023.	Updated and maintained contracts, commitments (Operational & Capital), and quotations registers by 31 March 2023.	1. Contracts Register 2. Commitments Registers (Capital and Operational) 3. Quotations registers by 31 March 2023.	Updated and maintained contracts, commitments (Operational & Capital), and quotations registers by 30 June 2023.	1. Contracts Register 2. Commitments Registers (Capital and Operational) 3. Quotations registers by 30 June 2023.	1. Contracts Register 2. Commitments Registers (Capital and Operational) 3. Quotations registers by 30 June 2023.	4. Checklist for all Contracts in the contracts register	Monthly updated contracts, quotations and commitment registers	R0,00

		To manage and safeguard municipal assets in line with the legislative prescripts and accounting standards for improved performance by June 2027	<b>FV 05</b>	Implement fleet management related policies	Approved transport requisitions forms from directorates, trip authorities, fuel slips, bank statement and fleet management policy.	Four reports on fleet management approved by Council	Efficiently managed Municipal Fleet	<b>4.5.1</b>	2021/2022 Fleet Management Reports	Manage & enforce fleet management procedures and develop four reports for approval by Council by June 2023	1. Facilitate for the acquisition of municipal vehicles. 2. Facilitate the municipal vehicle licensing and registration. 3. Reconcile fuel slips to bank statements. 4. Report on vehicle fuel consumption 5. Report on repairs and maintenance of municipal fleet. 6. Facilitate the disposal of municipal fleet. 7. Consolidate the fleet management report. 8. Develop fleet incident report per month for each vehicle reported. 9. Facilitate the procurement of Fleet management System	1. Managed and Maintained Municipal Fleet by 30 September 2022. 1. Fleet Management report (fuel consumption per vehicle and repairs & maintenance per vehicle 1. Managed and Maintained Municipal Fleet by 30 December 2022. Council Resolution 1. Fleet Management report (fuel consumption per vehicle and repairs & maintenance per vehicle 1. Managed and Maintained Municipal Fleet by 31 March 2023. Council Resolution 1. Fleet Management report (fuel consumption per vehicle and repairs & maintenance per vehicle 1. Managed and Maintained Municipal fleet by 30 June 2023. 1. Fleet Management report (fuel consumption per vehicle and repairs & maintenance per vehicle Council Resolution	Quarterly Reports on Fleet Management	R1 530 000,00		CFO					
				Maintenance of GRAP compliant Asset register	Fixed asset register, list of asset additions, insurance register, assets physical verification sheets	Quarterly updated asset register with additions, disposals, depreciation and impairments. Updated insurance register.	Efficiently managed Municipal Assets	<b>4.5.2</b>	2021/22 Fixed Asset Register	Quarterly updated and maintained GRAP compliant fixed asset register by 30 June 2023	1. Barcoding of newly acquired assets. 2. Compile a comprehensive list of additions to assets. 3. Incorporate new additions to the fixed asset register. 4. Account for depreciation, amortisation and impairment of assets. 5. Confirm existence and completeness of fixed assets. 6. Account for fair value of investment property. 7. Account for disposal and write-off of fixed assets. 8. Facilitate the insuring of the newly acquired assets. 9. Submit claims for lost and damaged assets. 10. Make follow ups from the insurance company on claims submitted. 11. Prepare the insurance report	1. Maintained and Updated asset register with movements for the quarter ended 30 September 2022 1. List of additions 2. Updated fixed asset register 3. Report on additional insured assets, invoices for all additions. 4. Insurance Cover confirmation	1. Performed physical verification of movable assets. 2. Maintained and Updated asset register with movements for the quarter ended 31 December 2022 1. List of additions 2. Updated fixed asset register 3. Report on additional insured assets, invoices for all additions. 4. Insurance Cover confirmation	1. Performed physical verification of movable assets. 2. Maintained and Updated asset register with movements for the quarter ended 31 March 2023. 1. List of additions 2. Updated fixed asset register 3. Report on additional insured assets, invoices for all additions. 4. Insurance Cover confirmation	1. List of additions 2. Updated fixed asset register 3. Report on additional insured assets, invoices for all additions. 4. Insurance Cover confirmation	1. List of additions 2. Updated fixed asset register 3. Report on additional insured assets, invoices for all additions. 4. Insurance Cover confirmation	1. List of additions 2. Updated fixed asset register 3. Report on additional insured assets, invoices for all additions. 4. Insurance Cover confirmation	Quarterly reports on asset management	R1 500 000,00	Equitable Share	CFO
					Inventory register; supplier invoices, inventory count sheets, inventory issue forms.	Quarterly updated inventory register with the results of inventory count	Efficiently managed Municipal Inventory	<b>4.5.3</b>	2021/2022 Inventory Register	Quarterly updated and maintained GRAP compliant inventory register by 30 June 2023	1. Perform Inventory Count. 2. Update inventory register. 3. Identify inventory re-order levels.	1. Quarterly performed Inventory count by 30 September 2022 2. Updated inventory register for the quarter by 30 September 2022 1. Inventory count sheets 2. Quarterly Inventory Register. 3. Issue forms	1. Quarterly performed Inventory count by 31 December 2022 2. Updated inventory register for the quarter by 31 December 2022 1. Inventory count sheets 2. Quarterly Inventory Register. 3. Issue forms	1. Quarterly performed Inventory count by 31 March 2023 2. Updated inventory register for the quarter by 31 March 2023 1. Inventory count sheets 2. Quarterly Inventory Register. 3. Issue forms	1. Quarterly performed Inventory count by 30 June 2023 2. Updated inventory register for the quarter by 30 June 2023 1. Inventory count sheets 2. Quarterly Inventory Register. 3. Issue forms	Quarterly inventory reports	R0,00		CFO		
Financial Reporting	To strengthen compliance with MFMA calendar for accountability transparency and good governance by June 2027	<b>FV 06</b>	Reconcile municipal accounts in line with the MFMA Calendar requirements	General ledger, age analysis, bank statements, VIP report, asset registers, billing reports, receipts, fuel slips, authorisation forms,	Prepared monthly reconciliations within ten working days after the end of each month	Credible financial reporting	<b>4.6.1</b>	2021/2022 Reconciled control accounts	Reconciled control accounts (Payroll, creditors, debtors, assets, investments, fleet, VAT, grants, investments and cash and cash equivalents) within ten working days by 30 June 2023	1. Reconcile general ledger to the VIP report. 2. Reconcile general ledger creditors age analysis. 3. Reconcile general ledger debtors age analysis. 4. Reconcile fixed asset register to general ledger to the fixed asset register 5. Reconcile Fuel Slips, Repairs and Maintenance records to bank statement. 6. Reconcile general ledger to VAT 201. 7. Reconcile general ledger to the bank statements. (for grants, investments, and cash & cash equivalents)	Prepared three monthly reconciliations for all control accounts (Payroll, creditors, debtors, inventory, assets, VAT, grants, Fleet, investments and cash and cash equivalents ) within ten working days of the following month. Signed reconciliations	Prepared three monthly reconciliations for all control accounts (Payroll, creditors, debtors, inventory, assets, VAT, grants, Fleet, investments and cash and cash equivalents ) within ten working days of the following month. Signed reconciliations	Prepared three monthly reconciliations for all control accounts (Payroll, creditors, debtors, inventory, assets, VAT, grants, investments and cash and cash equivalents ) within ten working days of the following month. Signed reconciliations	Prepared three monthly reconciliations for all control accounts (Payroll, creditors, debtors, inventory, assets, VAT, grants, investments and cash and cash equivalents ) within ten working days of the following month. Signed reconciliations	Monthly signed reconciliations	R0,00		CFO			
			Preparation and submission of Annual Financial Statements in compliance with MFMA and standards of GRAP	General ledger, Trial balance, Lead schedule and Audit file,	GRAP compliant Annual Financial Statements	Improved financial accountability and good governance	<b>4.6.2</b>	Audited Annual Financial Statements 2021/2022	1. Developed and submitted GRAP compliant 2022/2023 Annual Financial Statements by 31 August 2023. 2. Developed 2022/2023 interim financial statements by 31 May 2023.	1. Develop financial statements process plan. 2. Perform all year end procedures. 3. Reconcile General Ledger to the source documents. 4. Map Trial balance to caseware system. 5. Prepare financial statements. 6. Develop audit file checklist. 7. Compile the audit file. 8. Submit annual financial statements to the Auditor General SA. 9. Submit annual financial statements to Treasury.	1. Developed and submitted GRAP compliant 2021/22 Annual Financial Statement to the Auditor General by 31 August 2022. 1. Annual financial statements 2. Proof of submission of AFS to AG 3. Proof of submission of AFS to the Provincial and National Treasury by 31 August 2022.	1. Submitted Adjusted Annual Financial Statements to Auditor General by 30 November 2022. 1. Adjusted Annual Financial Statements 2. Proof of submission of AFS to AG 3. Proof of submission of AFS to the Provincial and National Treasury.	1. Developed Process Plan for 2022/2023 Nine (9) months Financial Statements 1. Developed 2022/2023 nine months financial statements by 31 May 2023 2. Developed 2022/2023 AFS process plan by 30 June 2022.	1. Developed 2022/2023 nine months financial statements by 31 May 2023 2. AFS Process plan for 2022/23 Financial Year	Audited AFS proof of submission to AG and NT	R997 539,00		CFO			



Good Governance	Risk	To provide quality service delivery through mitigation and reduction of strategic and operational risks by June 2027	GG 06	Coordinate development, review and monitoring of strategic, fraud and operational risk registers	Risk management policy, Fraud and anticorruption prevention policy, strategic, fraud and operational risk registers	80% of mitigated risks	Improved service delivery	5.6.1	2021/2022 strategic risk registers, fraud risk register, operational risk registers and 40% strategic risks; 27% fraud risks, 51% operational risks mitigated as at mid year 2021/2022.	2023/2024 Strategic and fraud risk register developed and 2023/2024 Financial Management services operational risk register developed and 80% of 2022/2023 mitigated risks by June 2023	Coordinate risk assessment workshop for development of strategic risk register  Consolidate draft strategic risk register for submission to audit committee, EXCO and Council for approval  Coordinate development of operational risk registers by all directorates  Monitor mitigation of Strategic, fraud and Operational Risks	20% of 2022/2023 mitigated risk	Risk management Report and risk register	40% of 2022/2023 mitigated risk	Risk management Report and risk register	60% of 2022/2023 mitigated risk	Risk management Report and risk register	80% of 2022/2023 mitigated risk	Developed 2023/2024 strategic, fraud and Financial Management services operational risk registers	2023/2024 strategic, fraud and Financial management services operational risk registers	Quarterly reports	NA	E/S	CFO
Good Governance	PMS	To improve municipal performance towards achieving service delivery objectives by June 2027	GG 05	Coordinate monitoring, evaluation and measure performance	PMS policy, IDR/PMS Process Plan, PMS Procedure Manual	-----signed performance agreements for Managers and Officers Number of Institutional Performance Evaluation reports and Individual Performance evaluation reports	Improved institutional and individual performance	5.5.4	2020/2021 signed performance agreements for Managers and Officers; 2020/2021 institutional annual performance; 2020/2021 1st quarter institutional performance & Mid-term institutional Performance evaluation reports for 2020/2021	2022/2023 signed Performance agreements for Managers and Officers , 2 Individual Performance Evaluations ( Annual 2021/2022 and Mid-Term 2022/2023) coordinated by June 2023	Coordinate the signing of the PMS contracts and agreements for , managers and officers Facilitate sittings of Employee Performance Evaluations	2022/2023 Performance agreements for Managers and Officers signed.	Report on signed Performance Agreements	Individual Performance Evaluations for officers ( Annual 2021/2022) coordinated	Performance Evaluation Report and attendance registers	Individual Performance Evaluations for managers ( Annual 2021/2022 ) and for officers ( mid-term 2022/2023) coordinated	Performance Evaluation Report and attendance registers	Individual Performance Evaluations for managers (mid-term 2022/2023) coordinated	Performance Evaluation Report and attendance registers	Performance Evaluations Report	NA	E/S	CFO	
Good Governance	Compliance with Legislature	To strengthen internal controls, systems and procedures in line with municipal legislative prescripts to achieve clean governance and maximise service delivery by June 2027	GG 12	Coordinate monitoring, evaluation and measure performance of Service of Service Providers	Signed SLA's, MOU's, SCM policy and Appointment letters.	Number of Service provider performance reports	Improved Service Delivery	5.12.3	Existing contracts signed with service providers	Monthly monitored performance of Department's Service Providers in line with contract register as per set deliverables by June 2023	Facilitate availability of service level agreements for the appointed service providers  Consolidate report on performance of service provider in line with the approved SLA.  Submit report on monitored performance of service providers to BTO	Monthly monitored performance of Service Providers in line with contract register as per set deliverables	Monthly Progress Report	Monthly monitored performance of Service Providers in line with contract register as per set deliverables	Monthly Progress Report	Monthly monitored performance of Service Providers in line with contract register as per set deliverables	monthly reports on performance of service providers	Monthly monitored performance of Service Providers in line with contract register as per set deliverables	monthly reports on performance of service providers	Quarterly progress reports	nil	n/a	CFO	