

Strategic Goals	Strategic Objectives	Strategies	Baseline/Status Quo	KPI Measure	Projects ID & Name/Annual Target	Project Segment	Function	Regional Identifier/Ward	Total Budget Estimate/Information			Funding Source	Performance Target and Projected Budget per Quarter										Reasons for Deviation	Corrective Measures	Portfolio of Evidence	Responsible Department/Division/Individual				
									Open Vote	Capex Vote	Revenue Vote		Quarter 1		Quarter 2		Quarter 3 Actual		Quarter 4		Quarter 5 Actual						Annual		Annual Actual	
													Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual					Budget	Actual		
SDG Goal 16: Build Effective, Accountable and Inclusive Institutions At All Levels																														
NDP: Building capable and developmental State																														

MTPW Outcome 3-A responsive, accountable, effective and efficient local government system																											
BACK TO BASICS: Social Financial Management																											
FOCUS/STRIC																											
MUNICIPAL FINANCIAL LIBRARY AND MANAGEMENT																											
2	To improve the overall financial management in the Municipality by developing and implementing appropriate financial management policies, procedures and systems	2.1	To ensure that the municipality is complying with the budget, reporting & SCM statutory requirements	2.1.1	Preparation of Annual Budget	2022/2023 Annual Budget	Date 2022/2024 Annual Budget approved	Approved 2022/2024 Annual Budget by 31 May 2023	Typical work stream	Finance and Administration Budget and Treasury Office	Whole of municipality	N/A	N/A	N/A	N/A	Adopt Budget Process Plan by 31 August 2022	Target Achieved: Process plan was adopted on the 30th of August 2022	N/A	N/A	N/A	N/A	Adopt Draft 2022/2024 Budget for public comments and advertise budget thereafter	Adopt Final 2023/2024 Annual Budget	Approved 2023/2024 Annual Budget by 31 May 2023	02:03:04 Council Resolutions	Finance Department / Budget, Revenue & Treasury unit	
				2.1.2	Preparation of mid-year performance assessment and adjustment budget	2022/2023 Adjusted Budget & Mid Year Performance Assessment	Date 2022/2023 Mid Year performance assessment and adjustment budget approved	Approve 2022/2023 Mid Year performance assessment by 25 January 2023 and adjustment budget by 28 February 2022	Typical work stream	Finance and Administration Budget and Treasury Office	Whole of municipality	N/A	N/A	N/A	N/A	N/A	N/A	Approve 2022/2023 Mid Year performance assessment by 25 January 2023 and adjustment budget by 28 February 2023	Approve 2022/2023 Mid Year performance assessment by 25 January 2023 and adjustment budget by 28 February 2022	N/A	N/A	N/A	N/A	Approve 2022/2023 Mid Year performance assessment by 25 January 2023 and adjustment budget by 28 February 2022	03:03:04 Council Resolution	Finance Department / Budget, Revenue & Treasury unit	
				2.1.3	Preparation of monthly budget statements in terms of section 75 of the SMOA	12 Monthly Financial Reports Submitted to the EXCO	No. of Monthly Financial Reports Submitted to the EXCO	12 Monthly financial reports submitted to the EXCO	Typical work stream	Finance and Administration Budget and Treasury Office	Whole of municipality	N/A	N/A	N/A	N/A	1	Target Achieved: 3 reports submitted	1	Target Achieved: 3 reports submitted	1	Target Achieved: 3 reports submitted	1	Target Achieved: 3 reports submitted	1	12 Monthly Financial reports submitted to the EXCO	02:04:00 EXCO Resolutions	Finance Department / Budget, Revenue & Treasury unit
				2.1.4	Preparation of GRAP compliant annual financial statements	2022/2023 AF5	Date of submission of Annual Financial Statements for 2022/2023	Annual Financial Statements for 2022/2023 submitted by 31 August 2022	Typical work stream	Finance and Administration Budget and Treasury Office	Whole of municipality	R 105 000	N/A	N/A	N/A	Review and submit AF5 2022/2023 to Audit Committee & Auditor General by 31 August 2022	Target Achieved	N/A	N/A	N/A	N/A	Annual Financial Statements for 2022/2023 submitted by 31 August 2022	02: Acknowledgement of Receipt and copy of AF5 2022/2023	Finance Department / Budget, Revenue & Treasury unit			
				2.1.5	Addressing 406 audit queries through formulation of corrective action plan	2022/2023 Audit Report & Corrective action plan	Date of Submission	Submit 2022/2023 Audit Report and Corrective Action Plan to Council by 31 January 2023	Typical work stream	Finance and Administration Budget and Treasury Office	Whole of municipality	4426-02-0003	N/A	N/A	N/A	4 105 000	R109 413	N/A	N/A	N/A	Table 1 Audit Report and Corrective Action Plan to Council by 31 January 2023	Submit 2022/2023 Audit Report and Corrective Action Plan to Council by 31 January 2023	03:03:04 Council Resolution	Finance Department / Budget, Revenue & Treasury unit			
				2.1.6	Recording all transactions accurately and completely	12	Number of cash books	12 Updated cash books	Typical work stream	Finance and Administration	Whole of municipality	N/A	N/A	N/A	N/A	1	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	12 Updated cash books	03:04:00 Cash Book	Finance Department / Expenditure & Assets unit		
							Number of updated General Ledger	12 Updated General Ledger	Typical work stream	Finance and Administration	Whole of municipality	N/A	N/A	N/A	N/A	1	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	Number of updated General Ledger	02:04:00 General Ledger	Finance Department / Expenditure & Assets unit		
							Number of Bank reconciliations	12 Bank reconciliations	Typical work stream	Finance and Administration	Whole of municipality	N/A	N/A	N/A	N/A	1	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	Number of Bank reconciliations	02:04:00 Bank Reconciliation	Finance Department / Expenditure & Assets unit		
							Number of Creditors Reconciliations	12 Creditors reconciliations	Typical work stream	Finance and Administration	Whole of municipality	N/A	N/A	N/A	N/A	1	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	Number of Creditors Reconciliations	02:04:00 Creditors Reconciliation	Finance Department / Expenditure & Assets unit		
							Number of Debtors Reconciliations	12 Debtors reconciliations	Typical work stream	Finance and Administration	Whole of municipality	N/A	N/A	N/A	N/A	1	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	Target Achieved: 3 reports submitted	3	12 Debtors reconciliations	02:04:00 Debtors Reconciliation	Finance Department / Budget, Revenue & Treasury unit		
Number of VAT 201 returns submitted	Submission of 12 VAT 201 returns to SARS	Typical work stream	Finance and Administration				Whole of municipality	N/A	N/A	N/A	N/A	1	Target Achieved: 3 returns submitted	3	Target Achieved: 3 returns submitted	3	Target Achieved: 3 returns submitted	3	Submission of 12 VAT 201 returns to SARS	02:04:00 VAT Returns and SARS Statement	Finance Department / Expenditure & Assets unit						
2.1.7	Implementation of Supply Chain Management Policy	2022/2023 Bid Committee Reports	Percentage	4 reports on Adjudication of Projects within 90 days of closing date	Typical work stream	Finance and Administration Supply Chain Management	Whole of municipality	N/A	N/A	N/A	N/A	1	Target Achieved: 1 Report submitted	1	Target Achieved: 1 Report submitted	1	Target Achieved: 1 Report submitted	1	4 reports on Adjudication of Projects within 90 days of closing date	03:04:00 Reports on Adjudication of Projects within 90 days of closing date	Finance Department / Supply Chain Management unit						
			Adopted 2023/2023 SCM Policy	Date of Adoption of Reviewed SCM Policy	Adopt Reviewed SCM Policy by 30 June 2023	Typical work stream	Finance and Administration Supply Chain Management	Whole of municipality	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Review & Adopt SCM Policy by the 30 June 2023	Adopt Reviewed SCM Policy by 30 June 2023	04: Council Resolution for budget related policies	Finance Department / Supply Chain Management unit						
		Register of Deviations & UPRF expenditure (Unauthorized, Irregular, Frivolous & Wasteful expenditure)	No. of Quarterly Deviations & UPRF expenditure registers submitted to COSA	4 Quarterly Deviations & UPRF expenditure registers submitted to COSA	Typical work stream	Finance and Administration Supply Chain Management	Whole of municipality	N/A	N/A	N/A	N/A	1	Target Achieved	1	Target Not Achieved	1	Target Not Achieved	1	4 Quarterly Deviations & UPRF expenditure registers submitted to COSA	03:04:00 Quarterly registers	Finance Department / Supply Chain Management unit						
		2.1.8	Development of Annual Procurement Plan-PP170-RE17	Date of Approval of Procurement Plan	Approved Procurement Plan by 30 June 2023	Typical work stream	Finance and Administration Supply Chain Management	Whole of municipality	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Approved Procurement Plan by 30 June 2023	Approved Procurement Plan by 30 June 2023	04: Procurement Plan	Finance Department / Supply Chain Management unit						
2.1.9	Timorous payment of service providers upon receipt of invoice (30 days)	Payments made within 30 days	Percentage Payment of Service Providers within 30 days on receipt of invoice	100% payment of service providers within 30 days on receipt of invoice	Typical work stream	Finance and Administration	Whole of municipality	N/A	N/A	N/A	N/A	N/A	Target not Achieved: 90% payment of service providers were paid within 30 days on receipt of invoice	100% payment of service providers within 30 days on receipt of invoice	Target not Achieved: 90% payment of service providers were paid within 30 days on receipt of invoice	100% payment of service providers within 30 days on receipt of invoice	100% payment of service providers within 30 days on receipt of invoice	100% payment of service providers within 30 days on receipt of invoice	03:04:00 Payment Vouchers Reports	Finance Department / Expenditure & Assets unit							
			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A						
2.2	To ensure accurate billing and improved revenue collection	2.2.1	Maintenance of valuation roll	2021/2022 General Valuation Roll	Number of post-billing reports and valuation roll	1 Post-Billing Report and 1 approved General valuation roll	Typical work stream	Finance and Administration	Whole of municipality	N/A	N/A	N/A	N/A	1 General Valuation Roll & 1 Post-Billing Report	Target Achieved	N/A	N/A	N/A	N/A	1 Post-Billing Report and 1 approved General valuation roll	02:14:00 Copy of General Valuation Roll and Post-Billing Reports	Finance Department / Budget, Revenue & Treasury unit					
				Update GRAP compliant assets register corresponding to the General Ledger	2021/2023 Assets Register	Date of finalisation of GRAP compliant asset register	GRAP compliant asset register by 31 August 2022	Typical work stream	Finance and Administration	Whole of municipality	R 570 000	N/A	N/A	N/A	GRAP compliant asset register by 31 August 2022	Target Achieved	N/A	N/A	N/A	N/A	GRAP compliant asset register by 31 August 2022	03:14:00 Copy Assets of Register & Expenditure	Finance Department / Assets & Expenditure				