

ANNEXURE G: UMZINYATHI DM

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

	INTERVENTION	INDICATORS	TARGET	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS
A. GOVERNANCE							
1	Fill all vacant posts within 6 months(S56/57 of Municipal Systems Act)	MM, Technical Services & Community Services posts filled	3 posts	Advertisement Shortlisting Screening Interviewing Report to ExCo Appointment (Council Resolution)	Within 6 months of vacancy	Administrator	<p>1. The targeted timeline was the 31st of July 2020 for MM.</p> <p>2. MM position was advertised in February 2020. Interviews were held on the 17th of June 2020.</p> <p>3. MM appointed, former Senior Manager: Technical Services, through Council resolution of the 25th of June 2020.</p> <p>4. Advert closed on the 30th September 2020; Processes will be followed and Technical Services Director post is due to be filled by 01st December 2020</p> <p>5. Community Services Director's post advert will be advertised on the 08th November 2020</p>
	Consequence Management						
2	Implement 100% consequence management of cases/findings emanating from AG findings / transgression	Number of officials disciplined (Collective Agreement or Disciplinary Regulations 2010)	No current referral from the AG	No current referral from the AG	No current referral from the AG	Administrator/ Municipal Manager	1. There are no current referrals from the AG
3		Number of Councillors disciplined (Code of Conduct for Councillors)	No current referral from the AG	No current referral from the AG	No current referral from the AG	Administrator/ Speaker	1. There are no current referrals from the AG

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4		Number of cases referred to the SAPS (Sec 32 of MFMA)	No current referral from the AG	No current referral from the AG	No current referral from the AG	Administrator/ Municipal Manager	1. There are no current referrals from the AG
5	Implement 100% consequence management of all forensic investigation recommendations by COGTA and the municipality	Number of officials disciplined (Collective Agreement or Disciplinary Regulations 2010)	4	Ensure the Municipality defends matters referred to the SALGBC by affected employees	Within 3 months	Administrator	1. Cases that are based on irregular procurement activities have already been finalised and the four employees were terminated. Such matters are at arbitration level. 2. See attached Disciplinary Hearings Dashboard
6		Number of Councillors disciplined (Code of Conduct for Councillors)	No councillors implicated	No councillors implicated	No councillors implicated	Administrator	1. There are no Councillors that are currently implicated that should be subjected to disciplinary hearings
7		Number of cases referred to the SAPS (Sec 32 of MFMA)	2	Regular follow up with SAPS Escalate matters if necessary	Monthly	Administrator	1. The summarised version of the forensic investigation, as requested by SAPS, has been finalised by the Acting Senior Manager: Corporate Services. 2. In a process of finalizing the implementation of the resolutions or recovery of representation. 3. Cases have been handed over to SAPS 4. Completed and submitted to Cogta. September report is outstanding.
8	Implement consequence management of all municipal Internal Audit recommendations	Number of officials disciplined (Collective Agreement or Disciplinary Regulations 2010)	No current referral from Internal Audit	No current referral from Internal Audit	No current referral from Internal Audit	Administrator	1. There are no current referrals from Internal Audit
9		Number of Councillors disciplined (Code of Conduct for Councillors)	No current referral from Internal Audit	No current referral from Internal Audit	No current referral from Internal Audit	Administrator	1. There are no current referrals from Internal Audit

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

INITIALS

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10		Number of cases referred to the SAPS (Sec 32 of MFMA)	No current referral from Internal Audit	No current referral from Internal Audit	No current referral from Internal Audit	Administrator	1. There are no current referrals from Internal Audit
11	100% implementation of District Command Centre Resolutions.	% DCC resolutions tabled in Council, accepted and implemented	100% of DCC resolutions accepted by and implemented	Ensure DCC resolutions are tabled in Council Ensure DCC resolutions tabled and accepted by Council are implemented	Monthly	Administrator Municipal Manager	1. Target will be monitored to ensure full compliance, in line with the terms of reference of the DCC as at the end of October 2020
12	100% implementation of all IGR structures resolutions.	% of Mayors Forum decisions tabled to the Municipal Council	100%	Ensure that the Mayor and Municipal Manager table Mayors Forum reports in Council	Quarterly	Administrator Municipal Manager Cogta	1. Target will be further monitored to ensure full compliance, however, the Mayor's Forum would seldom meet before the lockdown period and reports were not, as a matter of practice, tabled in Council
13		% of Mayors Forum decisions tabled in Council and implemented	75-100%	Ensure that Management implements Council resolutions related to the Mayors Forum Ensure that Management submit Resolutions Registers to Council	Quarterly	Administrator Municipal Manager Cogta	2. Target will be further monitored to ensure full compliance, however, the Mayor's Forum would seldom meet before the lockdown period and reports were not, as a matter of practice, tabled in Council
14		% of Municipal Managers' Forum decisions referred to the Mayors Forum	100%	Ensure that the MM refers or participates in the referral of the MM Forum decisions to the Mayors Forum Ensure that the MM refers Technical Sub Committee decisions	Quarterly	Administrator Municipal Manager Cogta	1. Awaiting for the formal appointment of the MM.

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

INITIALS

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				to the MM Forum			
15	IDP/Budget processing finalised within legal requirements and presented to Council for adoption and ensure that budget is fully funded.	IDP adopted by Council by the 30 th of June 2020	1 IDP adopted by 30 June 2020 or within 10 days after adoption date if is earlier than 30 th June 2020	Ensure Management prepares a credible IDP Review Ensure IDP Review is considered by ExCo Ensure Public Participation processes on the IDP review are undertaken Ensure Mayor tables IDP Review in Council and that Council adopts the IDP Review	By 30 June 2020 for adoption and,	Administrator	<ol style="list-style-type: none"> Virtual public participation processes were embarked upon to ensure compliance with SOPs. IDP adopted through Council resolution of 25/06/2020.
16		IDP submitted to the MEC CoGTA within 10 days after adoption date if is earlier than 30 th June 2020	1 IDP submitted to the MEC By 10 July 2020	Ensure MM submits adopted IDP to the MEC	By 10 July 2020	Administrator	<ol style="list-style-type: none"> The IDP was forwarded to the MEC within the specified timelines for the attention of Ms L. Dirker
17		Funded Budget adopted by Council by the 30 th of June 2020	1 Budget adopted by Council before 30 June 2020	Ensure Management prepares a credible Budget Ensure that Mayor tables Budget in ExCo for recommendation to Council Ensure Public Participation processes on the Budget are undertaken	By 30 June 2020	Administrator Municipal Manager CFO	<ol style="list-style-type: none"> Budget was tabled and approved by Council on 29th May 2020 Special Adjustment Budget was tabled and approved by Council on 17th of June 2020. Through the introduction of Cogta sponsored financial experts, it is anticipated that the cost of doing business will be reviewed so as to renegotiate O & M contracts for long term financial sustainability.

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

INITIALS

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				Ensure Mayor tables Budget in Council and that Council adopts Budget			
18		Number of Budget(s) submitted to PT, NT & Cogta in terms of prescribed format and time frame	1 Budget submitted to PT & Cogta in the correct format	Ensure MM submits adopted Budget to PT, NT and Cogta in the prescribed format.	7 days after adoption	Administrator	1. Target will be monitored to ensure compliance on a regular basis. It can, however, be confirmed that this matter is dealt with as per compliance expectations, re: Uploads on LG Database & CMET Format
19	Ensure all recommendations from oversight structures, e.g. MPAC, Portfolio Committees and Audit Committees are attended.	Number of MPAC recommendations escalated to Council	All MPAC recommendations	Ensure Management support the MPAC to submit reports to Council	Quarterly	Administrator	1. MPAC reports are submitted to Council as per expectation
20		Number of Audit Committee recommendations escalated to Council	All Audit Committee recommendations	Ensure Management support the AC to submit reports to Council	Quarterly	Administrator	1. Audit Committee recommendations and oversight reports are submitted to Council
21		Number of Portfolio Committee Recommendations escalated to ExCo	All Portfolio Committee recommendations	Ensure Management support Portfolio Committees to submit reports to ExCo	Quarterly	Administrator	1. All Portfolio Committees sit regularly and process documentation prior to EXCO & Council meetings
22	Ensure that all Council, EXCOs, etc. meetings sit and proper/correct resolutions are taken to address the challenges of the Municipality.	Number of Council meetings	1 per quarter	Notices by chairperson Agenda items submitted by management Committee Meetings preceding ExCo & Council.	Quarterly	Administrator Municipal Manager CFO IDP Manager	1. Council meetings sit as per yearly calendar and in line with expectation
23		Number of ExCo meetings	1 per month		Monthly		1. EXCO meetings are held monthly

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

INITIALS

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24		Number of Resolution Registers submitted to ExCo	1 Register tabled in ExCo once per month	Verify implementation of all resolutions	Monthly		1. Resolution registers are tabled at EXCO during monthly meetings
25		Number of Resolution Registers submitted to Council	1 Register tabled in Council once per quarter	Verify implementation of all resolutions	Quarterly		1. Resolution registers are tabled at Council during quarterly meetings
26	Ensure 100% participation of Section 81 representatives.	Number of section 81 Regulations implemented	1	facilitate participation of Traditional Leaders in council and council committees	31 May 2020	Administrator Synergistic Partnership	1. All Traditional Leaders are in regular attendance of Council meetings
27		Number of MEC directive on Amakhosi Communication and Protocol matters monitored	1	facilitate the finalisation of the identification of Municipal Amakhosi Communication and Protocol Official	30 June 2020	Administrator Synergistic Partnership	1. Amakhosi Communication and Protocol Official is already in the employment of the municipality
28	Ensure compliance with the skills development legislation	Number of approved Workplace Skills Plans	1 Annual Workplace Skills Plan	Ensure participation of employees in the skills audit Approval of Workplace Skills Plan	30 Sept 2020	Administrator Director Corporate Services SDF	1. The Workplace Skills Plan is approved by Council annually and LGSETA recoupment process is encouraged to the maximum benefit of employees for service delivery efficiency and effectiveness.
29		Number of training conducted & reports submitted	1 per quarter	Conduct Training Workshops	Quarterly		1. Reports are submitted but will be monitored regularly
30	Service Delivery War Room (SDWR)	SDWR established	1 SDWR established	Facilitate establishment of SDWR	30 June 2020	Administrator LGS	1. The SDWR was established in line with expectations and had its inaugural meeting on the 17 th of June 2020. It sat successfully and going forward there is a schedule of meetings that are planned.

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

INITIALS

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31		SDWR Functional	SDWR meets regularly	Facilitate meetings of the SDWR including Technical Support	Weekly	Administrator LGS	1. Functional; Mr Nkontwana assisted on the matter. The Technical war-room sat on the 18 th September 2020
B. SOUND FINANCIAL MANAGEMENT							
32	DEBTORS MANAGEMENT: 100% collection of current billed revenue. (Current Debtors)	Collection Rate Formula : (Year to date Actual Collected Revenue / Year to date Billed Revenue) x 100/1 -	95 – 100% Collection Rate	Data Cleansing of Billing System Categorisation of Debt Ensure accuracy of accounts Ensure timely enforcement of credit control	Within three months	Administrator Municipality	1. Current debt collection levels are at an average of 30%. 2. Data cleansing exercise, as it commences through DBSA Grant Funding, will assist in appropriate billing, credit control and raising the collection rate. 3. All metres are currently being audited and replaced, if faulty, as a partial achievement in this target.
33	DEBTORS MANAGEMENT: Reduction in outstanding debt. (Arrear Debtors)	Reduction in the Percentage of debtors outstanding for more than 120 days.	10% Reduction in Outstanding Debt	Reconciliation of Debtors, Indigent and Valuation Roll data and addressing exceptions Assessment of recoverability of outstanding debt	31 March 2021	Administrator Municipality	1. Net Debtor Days refers to the average number of days required for a Municipality to receive payment from its Consumers for bills/invoices issued to them for services. 2. UDM is standing at 1034 Days, whilst the norm is at 30 days 3. Data cleansing exercise as it commences will assist in reducing and writing off the outstanding debt.
34	EXPENDITURE MANAGEMENT: Funded Budget	Budget assessed as funded by Provincial Treasury.	Funded Budget	Review budget performance (Projected against	Monthly	Administrator Municipality	1. The budget assessment was done by PT and commentary subsequently received by UDM for appropriate rectifications

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				actual)			2. Timelines are being monitored for appropriate compliance
35	EXPENDITURE MANAGEMENT: Budget implementation and variance	Total Capital and Operational Expenditure Budget Implementation Indicator.	2% variance	Assess budget spend. Implement corrective action.	Monthly	Administrator Municipality	<ol style="list-style-type: none"> 1. The target is being monitored and reported regularly at IFC 2. The Budget Steering Committee (BSC) is being formulated in line with the responsibilities of the Mayor, MFMA. 3. BSC monthly meetings are being arranged to ensure appropriate functionality
36	EXPENDITURE MANAGEMENT: Capital Budget Implementation	Budget implementation - Capital Expenditure Budget Implementation Indicator.	95 – 100%	Review actual against projected expenditure. Implement remedial measures for under-performance.	Monthly	Administrator Municipality	<ol style="list-style-type: none"> 1. The target is being monitored and reported regularly at IFC 2. The Expenditure & Revenue Management Committee has already been approved to assume IFC responsibilities post S 139(1)(b) Intervention 3. Capital expenditure levels are currently at acceptable levels to manage the risks associated with rollovers. In this regard 100% expenditure on grant funding has been achieved.
37	LIQUIDITY MANAGEMENT: Ensure adequate cash coverage and secure cash flow	Cash/ Cost Coverage Ratio.	1-3 months	Assess cash flow Where appropriate, implement remedial measures including amongst others: <ul style="list-style-type: none"> • Cost containment • Budget cuts 	<ul style="list-style-type: none"> • At least monthly or weakly if below the norm 	Administrator Municipality	<ol style="list-style-type: none"> 1. The target is being monitored and reported regularly at IFC 2. The cash/ cost coverage ratio for the municipality as at end of June 2020 is 5 months whilst the norm range is 1 to 3 months 3. Whilst the Current Ratio norm range is between 1.5 to 2 :1, UDM's ratio, as at July 2020, is

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

INITIALS

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							1.2:1
38	EXPENDITURE MANAGEMENT: Unauthorised, Irregular, Fruitless and Wasteful Expenditure	% of Irregular, Fruitless and Waste Expenditure resolved. Formula: UIFW resolved/ Total UIFW (Balance as included in the previous AFS)	R0 incurred %age reduction of cumulative balance of UIFW based on latest audited financials by 25%	Analysis of UIFW and compilation of UIFW Register Prevent Irregular Expenditure:	<ul style="list-style-type: none"> • Within 30 Days • Monthly report on measures implemented and reduction in R value and percentage 	Administrator Municipality	<ol style="list-style-type: none"> 1. The target is being monitored and reported regularly at IFC 2. Unauthorised Expenditure is at an alarmingly R39 Million owing to the absence of zero based budgeting methodology, failure to collect outstanding debt and absence of unit cost management philosophy 3. Irregular Expenditure, as at the end of May, is at a cumulative amount of R231 M. 4. Fruitless & Wasteful Expenditure is at R 75 K 5. UIFW Report has been presented to council on value for money determination and R107 M has already been approved by Council for write-off in July 2020, that is, first chunk !
39	EXPENDITURE MANAGEMENT: Cost containment	Percentage implementation of cost containment measures	100%	<ul style="list-style-type: none"> • Review and ensure adoption of cost containment policy by Council • Measure implementation of cost containment measures. 	<ul style="list-style-type: none"> • Within 30 days • Monthly 	Administrator Municipality	<ol style="list-style-type: none"> 1. The target is being monitored and reported regularly at IFC 2. The Cost containment policy is in place and its implementation is being monitored weekly
40	EXPENDITURE MANAGEMENT: Creditors	Creditors Payment Period (Trade Creditors):	<30 days	<ul style="list-style-type: none"> • Review Creditors reconciliation • Review ESKOM and/or Water 	<ul style="list-style-type: none"> • Within 30 days • Within 30 Days 	Administrator Municipality	<ol style="list-style-type: none"> 1. The target is being monitored and reported regularly at IFC, however, current cash constraints are a hindrance

	INTERVENTION	INDICATORS	TARGET	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS
				<ul style="list-style-type: none"> Board accounts Implement creditors payment plan 	<ul style="list-style-type: none"> Monthly 		<ol style="list-style-type: none"> Trade Creditors Outstanding (90 days & over) / Credit Purchases (Operating and Capital) × 365 = 100 days; The norm is 30 days.
41	CLEAN AUDIT: Addressing Audit Queries	Percentage reduction of AG Findings, i.e. prepare the Municipality to achieve a clean audit	100%	<ul style="list-style-type: none"> Develop/review credible audit action plan Implement audit action activities Monitor and report progress 	<ul style="list-style-type: none"> Monthly 	Administrator Municipality	<ol style="list-style-type: none"> The target is being monitored and reported regularly at IFC through an Audit Improvement Action Plan With effect from Monday the 8th, Internal Audit is reviewing reported achievements and comparing such with POEs for determination of the actual % completion. AFS preparations have already begun with a first draft due date being the 31st of August 2020
42	CLEAN AUDIT: Financial Governance	Implementation of internal audit and risk management activities	Plans implemented	<ul style="list-style-type: none"> engage Internal Audit and Audit committee on Internal Audit Plan 	Quarterly	Administrator Municipality	<ol style="list-style-type: none"> The target is being monitored and reported regularly at IFC Audit Action Improvement Plan is vetted by the Internal Audit for assurance and commented upon by the Audit Committee as part of its oversight responsibility
43	CLEAN AUDIT: Financial Governance	Ensure functionality of MPAC	Fully effective MPAC with reduction in UIFW and 100% implementation of consequence management cases arising from UIFW.	<ul style="list-style-type: none"> Ensure regular meetings and resolution on UIFW matters Ensure MPAC reports are tabled for adoption in Council Implement 	Monthly	Administrator Municipality Administrator Municipality	<ol style="list-style-type: none"> MPAC is fully functional and sits as per expectation. As part of its capacitation, its Chairman has been encouraged to sit in the Audit Committee as an attendee

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

INITIALS

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				consequence management			
44	CLEAN AUDIT: Performance Targets Achieved	Achievement of Performance Targets against SDBIP	100% achievement of all municipal targets	<ul style="list-style-type: none"> Review SDBIP and assess performance. Monthly Report on achievement of targets, reasons for variance and remedial measures. 	<ul style="list-style-type: none"> Within 30 days Monthly 	Administrator Municipality	<ol style="list-style-type: none"> Audit assurance processes are underway to test the reliability and appropriateness of reported information. With Cogta's assistance, the standardisation of the performance Framework was done and approved by Council
45	INDIGENT MANAGEMENT	Indigent Policy adopted by Council and implemented.		<ul style="list-style-type: none"> Review/Develop and put in place a credible indigent policy adopted by Council and implemented. Review and facilitate the development / update of indigent database Ensure write off of indigent debt 	Within 2 months of approval	Administrator Municipality	<ol style="list-style-type: none"> Indigent Management Policy was reviewed and approved by Council Currently, the emphasis has been to shift the registration onus from indigent households to the municipality based on resource availability The intention is to ensure that the no. of indigents registered match the socio-economic profile of thereof and the listed debt reflects the realistic ability of debtors to pay
C. BASIC SERVICE DELIVERY							
46	Improved Service Delivery	Ensure that all grants are fully spent	Approved MIG Expenditure Improvement Plan 100% grant expenditure	Develop MIG Expenditure Improvement Plan, present to DCOG for approval	30 September 2020	Administrator	<p>As at the end of June 2020:</p> <ol style="list-style-type: none"> The target is being monitored and reported regularly at IFC and the following expenditure has been

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

INITIALS

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				Monitor MIG expenditure Engage CoGTA requesting financial support to address electricity and water challenges.			noted, that is: 2. EPWP = 100% 3. FMG = 100% 4. MIG = 100% 5. WSIG = 100% 6. RBIG = 100% As at the end of July 2020: 1. Capital expenditure to Total Expenditure is at a ratio of 43%, R27 M, whilst the norm range is between 10% and 20%
47		Operations, Repairs and Maintenance	Operations and Maintenance Plan in place to guide budgeting for maintenance of infrastructure assets	Prepare Operations and Maintenance Plan.	30 June 2020	Administrator	1. Conditional assessments of UDM infrastructure assets have just been finalised for appropriate refurbishment programme 2. The above will, in the intervening period, be a ward based structured O & M Plan
48		Electrification programme is in place and implemented.	Not applicable	Not applicable	Not applicable	Not applicable	N/A to District Municipality
49		Waste management services are fully operational.	Not applicable	Not applicable	Not applicable	Not applicable	N/A to District Municipality
50		Operational landfill sites	Not applicable	Not applicable	Not applicable	Not applicable	N/A to District Municipality
D. PERFORMANCE MANAGEMENT							
51	Performance Management System	Performance Targets Achieved	100% achievement of all municipal targets	Review SDBIP and assess performance.	Quarterly Reports on achievement of targets, reasons	Administrator	1. Audit assurance processes are underway to test the reliability and appropriateness of reported information. This exercise is due for completion on 31/08/2020.

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					for variance and remedial measures.		
52		Implementation of AG Action Plan	100% AG action plan implemented	Implement response measures to AG Report and PMS assessment findings on Performance Information/Predetermined Objectives) (Municipal AG Action Plan)	31 August 2020	Administrator	1. Action Audit Plan is being implemented at the IFC meetings
53		Review and adopt Performance management Framework	Performance management framework reviewed and adopted	Review Performance management framework	June 2020	Administrator	1. UDM Framework is reviewed and approved annually in line with other policies, that is, July 2020.
54		Quarterly report submitted to CoGTA.	Quarterly report submitted	Ensure that quarterly report with progress and achievements to CoGTA, and provide remedial measures where such targets are not met.	Quarterly	Administrator	1. Reports are being monitored
E. DISTRICT DEVELOPMENT MODEL							
55	Ensure functionality of the	Technical Hub meeting bi-	The municipality participate in the	Briefing of HOD and MM about	31 May 2020	Administrator &	1. The HoD Champion and MM have already been sensitized about the

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE**INITIALS**

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	District Development Model (DDM)	monthly	DDM	resuscitation of the DDM		LGS	need to ensure the full functionality of the DDM
56				First Technical Hub meeting via videoconference	31 May 2020	LGS	<ol style="list-style-type: none"> 1. The inaugural meeting was held in the month of May 2020 2. The schedule of meetings has been
57		Political Hub meeting quarterly	The municipality participate in the DDM	Briefing of MEC and Mayor about resuscitation of the DDM	30 June 2020	Administrator & LGS	<ol style="list-style-type: none"> 1. To be facilitated and monitored accordingly
58				First Political Hub meeting via videoconference	30 June 2020	Administrator & LGS	<ol style="list-style-type: none"> 1. To be facilitated and monitored accordingly
59		Implementation of DDM resolutions	100% resolutions implemented	Ensure all DDM and sub-structures resolutions are fully implemented	30 June 2020	Administrator & LGS	<ol style="list-style-type: none"> 1. To be facilitated and monitored accordingly
60		Implementation of shared service for the municipality in consultation with the CoGTA IDP section	Report on the functionality of shared services	Ensure that the municipality develop and implement shared service in consultation with the CoGTA IDP section	30 June 2020	Administrator & LGS	<ol style="list-style-type: none"> 1. To be facilitated and monitored accordingly, through the DDM rollout
61		Reduction of municipal service delivery challenges	Improved service delivery	Reduction of 90-100% of municipal service delivery challenges	31 December 2020	Administrator & LGS	<ol style="list-style-type: none"> 1. The roll-out of the ward based mitigation plans will ensure that councillors' fingers are at the pulse of service delivery 2. MIG Reprioritisation and implementation of refurbishment programmes will assist in augmenting the above programme

PERFORMANCE INDICATORS: MINISTERIAL REPRESENTATIVE

INITIALS

	INTERVENTION	INDICATORS	TARGET	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS
							and reducing the aforesaid challenges
62		Reduction of risk of service delivery protests within the municipality	70% reduction of instances of service delivery protests.	Manage and prevent any service delivery protests within the municipality	31 December 2020	Administrator & LGS	1.The roll-out of the ward based mitigation plan will ensure that councillors' fingers are at the pulse of service delivery 2.The subsequent deployment of technology will ensure that the maintenance plans and their respective implementation are linked to client centric feedback mechanisms
63		Forge strategic partnerships with relevant stakeholders in order to accelerate service delivery.	Improved partnerships with relevant stakeholders	Forge strategic partnerships with relevant stakeholders in order to accelerate service delivery	30 June 2020	Administrator & LGS	1. Strategic partnerships are continuously being encouraged, more specifically, to reduce the cost of rolling out service delivery, e.g. DBSA
64		Ensure that all sector departments contribute towards a credible IDP	Participation of all sector department	Ensure that all sector departments contribute towards a credible IDP	30 June 2020	Administrator & LGS	1. Facilitated and monitored accordingly

Name of Ministerial Representative:

Signature:

Date:

AND

HOD for COGTA:

Signature:

Date: