

A 3016

EXPENDITURE OF THE 2013/2014 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FOURTH QUARTER (5/1/3) (DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT)

Purpose of the report

To submit a report to Council regarding the expenditure the 2013/2014 Budget for the fourth quarter of the 2013/2014 Financial year as measured by the approved Top Level SDBIP.

Background

Section 52(d) of the Municipal Finance Management Act, 56 of 2003, requires that a Mayor must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality.

This report informs Council on a quarterly basis the expenditures and performance in the Budget.

Comments

The relevant documentation is attached as **Annexure 2** of the Statutory Council Meeting of 29 July 2014.

Recommendation / Aanbeveling

That Council note the SDBIP Report for the Fourth Quarter of the 2013/2014 financial year

Dat die Raad kennis neem van die SDBIP Verslag vir die Vierde Kwartaal van die 2013/2014 finansiële jaar.

Hierdie item het voor 'n Statutêre Raadsvergadering gedien op 29 Julie 2014

This item served before a Statutory Council Meeting on 29 July 2014

Eenparig Besluit / Unanimously Resolved

That Council note the SDBIP Report for the Fourth Quarter of the 2013/2014 financial year

Dat die Raad kennis neem van die SDBIP Verslag vir die Vierde Kwartaal van die 2013/2014 finansiële jaar.

Langeberg Municipality
SDBIP 2013/2014: Top Layer SDBIP Report

4th Quarter Report

Ref	KPI	Unit of Measurement	KPI Owner	Baseline	Annual Target	Revised Target	KPI Calculation Type	Jun-14					Overall Performance for Jul 2013 to Jun 2014		
								Target	Actual	R	Comments	Corrective Measures	Target	Actual	R
TL5	Ensuring the formal evaluation of directors in terms of their signed agreements	No of formal evaluations completed	Municipal Manager	2	2	2	Accumulative	0	0	N/A			2	2	G
TL6	Review of the system of delegations	Submit report to Council for the adoption of the system of delegation	Municipal Manager	New KPI for 2013/14 FY	1	1	Carry Over	0	1	B	Delegations approved by Council on 24 June		1	1	G
TL7	Oversee the compilation of the IDP and the submission to Council for approval	IDP submitted to Council	Municipal Manager	1	1	1	Carry Over	1	1	G	IDP was submitted to Council on 27 May 2014		1	1	G
TL8	Oversee the compilation of the annual budget to Council for approval	Budget submitted to council for approval	Municipal Manager	1	1	1	Carry Over	1	1	G	Budget submitted and approved on 27 May 2014		1	1	G
TL9	Oversee the submission of monthly Sect 71 of the MFMA	No of Sect 71 reports submitted	Municipal Manager	12	12	12	Accumulative	3	3	G			12	12	G
TL10	Oversee the submission of the Mid-Year Performance Report in terms of Sect 72 of the MFMA to Council	Mid-Year report submitted to Council	Municipal Manager	1	1	1	Carry Over	0	0	N/A			1	1	G
TL11	Oversee the submission of the Annual and Oversight Report to Council	Annual report and Oversight Report submitted to Council	Municipal Manager	1	1	1	Carry Over	0	0	N/A			1	1	G
TL12	Submit the Top Layer SDBIP to the Mayor for approval to approve the KPI's and targets to ensure the implementation of the municipal budget	Top Layer SDBIP submitted to the Mayor	Municipal Manager	1	1	1	Carry Over	1	1	G	Top Level SDBIP approved on 4 June 2014		1	1	G
TL13	Develop and update an Audit Action Plan	Management Action Plan	Municipal Manager	New KPI for 2013/14 FY	1	1	Carry Over	0	1	B	Update done on 2 June 2014		1	1	G
TL92	% of Capital Budget Spent on capital projects as identified in the IDP	95% of Capital Budget spent	Municipal Manager	90%	95%	95%	Carry Over	95%	95.99%	G2			95%	95.99%	G2
TL14	50% of the IT Disaster Recovery Site developed by 30 June 2014	IT Disaster Recovery Site	Director: Strategy & Development	New KPI for 2013/2014	50%	50%	Carry Over	50%	50%	G	Servers and switches were bought	Project to continue in the 2014/15 FY	50%	50%	G
TL15	Develop a LED Strategy by 31 March 2014	LED Strategy approved	Director: Strategy & Development	1	1	1	Carry Over	0	1	B			1	1	G
TL18	Implementation of expanded public works programme	Number of temporary job opportunities created	Director: Strategy & Development	200	220	220	Accumulative	60	59	O			220	437	B

Ref	KPI	Unit of Measurement	KPI Owner	Baseline	Annual Target	Revised Target	KPI Calculation Type	Jun-14					Overall Performance for Jul 2013 to Jun 2014		
								Target	Actual	R	Comments	Corrective Measures	Target	Actual	R
TL23	Implement an individual performance management system up to supervisor level	Implementation up to Superintendent level	Director: Strategy & Development	25	30	30	Accumulative	0	0	N/A			30	40	G2
TL24	Annual review and submission of the Disaster Management Plan for assessment by the District by end May	Plan reviewed	Director: Strategy & Development	1	1	1	Carry Over	1	0	R			1	1	G
TL30	% of the municipal budget spent on implementing its WSP by June 2014	% Of budget used for skills development	Director: Corporate Services	1%	1%	1%	Carry Over	1%	1%	G			1%	1%	G
TL33	Upgrade the community hall: Happy Valley by June 2014	Happy Valley Community Hall upgraded	Director: Corporate Services	100%	1	1	Carry Over	1	1	G			1	1	G
TL41	Number of people from the EE target groups employed in the 3 highest levels of management in compliance with the approved EE plan	Number of people employed in the highest 3 levels of management	Director: Corporate Services	New KPI for 2013/2014	1	1	Carry Over	1	0	R	No appointment was done at this level	Although there was vacancies in this level, the Municipal Manager did not give approval for these posts to be fill, as there were no suitable canidate.	1	0	R
TL44	Ensuring that all property contracts are properly executed	Monthly reports on the property contracts submitted to the Municipal Manager	Director: Corporate Services	New KPI for 2013/2014	4	12	Accumulative	3	3	G			12	12	G
TL45	Management of the Thusong Centre	Number of quarterly reports on the general activities of the Thusong Centre submitted to the Municipal Manager	Director: Corporate Services	New KPI for 2013/2014	4	4	Accumulative	1	1	G			4	4	G
TL46	Ensuring functional ward committee system	Number of monthly ward committee meetings	Director: Corporate Services	New KPI for 2013/2014	10	10	Accumulative	3	3	G			10	11	G2
TL86	Install 2 book detectors at the Robertson and Bonnievale Library	2 book detectors installed at Robertson and Bonnievale library by 30 June 2014	Manager: Community Facilities	New KPI for 2013/2014 FY	2	2	Carry Over	2	2	G			2	2	G
TL87	Construct an activity hall in Happy Valley	Activity Hall constructed by 30 June 2014 in Happy Valley	Manager: Community Facilities	New KPI for the 2013/2014 FY	1	1	Carry Over	1	0	R	5.54% spent.	The activity hall has not been built. The building plans are done A request for a roll over to do the construction in 2014/15 was submitted.	1	0	R
TL52	Report quarterly on compliance with the National Waste Management Strategy	Number of reports	Director: Engineering Services	4	4	4	Accumulative	1	1	G			4	4	G
TL54	Capital spending on Solid Waste Projects	% of capital budget spent	Director: Engineering Services	New KPI for 2013/2014	95%	95%	Carry Over	95%	94%	O		Toilets in Robertson were not built as the public was not notified. A public participation process must be followed.	95%	89.58%	O

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								Target	Actual	R	Comments	Corrective Measures	Target	Actual	R
TL55	Increase tonnage of domestic waste recycled	Tonnage	Director: Engineering Services	720	780	780	Accumulative	200	436	B	Weighbridge data		780	908.81	G2
TL56	Limit unaccounted electricity to 7.5%	% of electricity unaccounted for	Director: Engineering Services	New KPI for 2013/2014	7.50%	7.50%	Reverse Stand-Alone	7.50%	5.37%	B			7.50%	6.39%	B
TL58	Achieve Blue Drop Status	Blue Drop Status achieved	Director: Engineering Services	New KPI for 2013/2014	50%	50%	Carry Over	50%	0%	R	The assessment has been done but the we await the results	The assessment has been done but the we await the results	50%	0%	R
TL59	Microbiological quality of water to comply with SANS standards	% of water quality	Director: Engineering Services	90%	90%	90%	Carry Over	90%	95%	G2			90%	100%	G2
TL61	Capital Spending on Water and Sanitation Infrastructure	% of capital budget spent	Director: Engineering Services	95%	95%	95%	Carry Over	95%	100%	G2			95%	100%	G2
TL62	Limit unaccounted water to 18%	% of water unaccounted for	Director: Engineering Services	18%	18%	18%	Reverse Stand-Alone	18%	9.35%	B			18%	14.61%	B
TL63	Quality of effluent in terms of SANS standards	% quality	Director: Engineering Services	80%	80%	80%	Carry Over	80%	85%	G2			80%	85%	G2
TL64	Achieve Green Drop Status	Green Drop Status achieved	Director: Engineering Services	New KPI for 2013/2014	50%	50%	Carry Over	50%	0%	R	No Green Drop assessment was scheduled for 2013/14	No Green Drop assessment was scheduled for 2013/14	50%	0%	R
TL65	Submission of an approved HSP after approval by DEAD & P and HSP	1 Approved HSP	Director: Engineering Services	New KPI for 2013/2014	1	1	Stand-Alone	1	1	G			1	1	G
TL66	Installation of services	% of Budget Spent	Director: Engineering Services	New KPI for 2013/2014	100%	100%	Carry Over	100%	98%	O			100%	98%	O
TL67	Oversee process for identifying an alternative Landfill Site	Report submitted to council	Director: Engineering Services	New KPI for 2013/2014	1	1	Carry Over	1	1	G			1	1	G
TL70	Oversee the Review of the Spatial Development Framework	Framework submitted to Council	Director: Engineering Services	100	1	1	Carry Over	0	0	N/A			1	1	G
TL71	Follow up on the status of zoning scheme regulations	Correspondence on follow up	Director: Engineering Services	100	1	1	Carry Over	1	0	R	The assessment of the draft regulations was only done in September 2013. As a direct result of the delay from DEADP to evaluate these regulations, and new requirements that come to the forefront, some of the content became outdated and the assessment also indicated that numerous amendments to the content must be done. DEADP in the meantime, also compiled a Model Zoning Scheme which municipalities could adopt or amend for their circumstances. The content of this model Zoning Scheme , when received, will be evaluated. Province organise the draft Scheme that was submitted to DEADP. Only then will a final decision be taken which Scheme will be adopted.	The assessment of the draft regulations was only done in September 2013. As a direct result of the delay from DEADP to evaluate these regulations, and new requirements that come to the forefront, some of the content became outdated and the assessment also indicated that numerous amendments to the content must be done. DEADP in the meantime, also compiled a Model Zoning Scheme which municipalities could adopt or amend for their circumstances. The content of this model Zoning Scheme , when received, will be evaluated. Province organise the draft Scheme that was submitted to DEADP. Only then will a final decision be taken which Scheme will be adopt.	1	0	R
TL88	Construct Bonnievale reservoir and related pipe work	14% of the project completed by June 2014	Director: Engineering Services	New KPI for the 2013/2014 FY	14%	14%	Carry Over	14%	19%	G2	Project under construction		14%	24.63%	B

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TL89	Compliance with implementation and reporting requirements on MIG	100% Compliance with implementation and reporting requirements on MIG	Manager: PMU		100%	100%	Carry Over	100%	100%	G			100%	100%	G
TL90	Grant progress reports submitted to the relevant national and provincial department before the 10th working day of every month	Number of reorts submitted before the 10th working day of every month	Manager: Housing Administration	12	12	12	Accumulative	3	3	G			12	12	G
TL91	The upgrading / rehabilitation of streets as per the Pavement Management System	Streets rehabilitated and upgraded as per the Pavement Management System	Manager: Roads, Transport & Stormwater	100%	100%	100%	Carry Over	100%	80.60%	O			100%	100%	G
TL74	Financial viability measured in terms of the available cash to cover fixed operating expenditure	Cost coverage ((Available cash+ investments)/ Monthly fixed operating expenditure	Director: Finance	2	2.2	2.2	Carry Over	2.2	1.56	R	Calcution in file	Tariffs adjusted to improve - still within acceptable norm	2.2	1.56	R
TL75	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations	Debt coverage ((Total operating revenue-operating grants received)/debt service payments due within the year)	Director: Finance	57	60	60	Carry Over	60	55.05	O	Calcution in file	Ratio within acceptable norm	60	55.05	O
TL76	Financial viability measured in terms of the outstanding service debtors	Service debtors to revenue – (Total outstanding service debtors/ revenue received for services)	Director: Finance	12.6	12	12	Carry Over	12	11.48	O	Calcution in file	Company appointed to recover outstanding monies	12	11.48	O
TL77	Achievement of a payment percentage of at least 100%	Payment %	Director: Finance	97	100%	100%	Carry Over	100%	99.48%	O	Credit Control Policy applied	Real People appointed for collection of outstanding monies	100%	99.48%	O
TL80	Maintain the asset register in terms of GRAP	% of asset register maintained	Director: Finance	1	100%	100%	Carry Over	100%	100%	G			100%	100%	G
TL82	Maintain a clean audit opinion	Audit Opinion	Director: Finance	New KPI for 2013/2014	1	1	Carry Over	0	0	N/A			1	1	G
TL83	Resolve all audit issues	% of audit queries for which an action plan was submitted within 10 working days	Director: Finance	90%	90%	90%	Carry Over	90%	100%	G2	Comafs has been attended to		90%	100%	G2
TL93	Provide 6kl free basic water per indigent household per month in terms of the equitable share requirements	Number of HH receiving free basic water	Manager: Revenue Services	6000	7,000	0	Carry Over	7,000	6,644	O		Some indigents has been appointed permanently by Langeberg & Ashton Foods. A system was also implemented where all deceased Indigents were traced and Councillors also visit Indigents to see if they do qualify for Indigent subsidy)	7,000	6,644	O

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TL94	Provide free basic sanitation to indigent households in terms of the equitable share requirements	Number of HH receiving free basic sanitation	Manager: Revenue Services	6000	7,000	0	Carry Over	7,000	6,764	O		Some indigents has been appointed permanently by Langeberg & Ashton Foods. A system was also implemented where all deceased Indigents were traced and Councillors also visit Indigents to see if they do qualify for Indigent subsidy)	7,000	6,764	O
TL95	Provide free basic refuse removal to indigent households in terms of the equitable share requirements	Number of HH receiving free basic refuse removals	Manager: Revenue Services	6000	7,000	0	Carry Over	7,000	6,773	O		Some indigents has been appointed permanently by Langeberg & Ashton Foods. A system was also implemented where all deceased Indigents were traced and Councillors also visit Indigents to see if they do qualify for Indigent subsidy)	7,000	6,773	O
TL96	Provide 50kwh free basic electricity per indigent household per month in terms of the equitable share requirements	Number of HH receiving free basic electricity	Manager: Revenue Services	6000	7,000	0	Carry Over	7,000	7,176	G2			7,000	7,176	G2