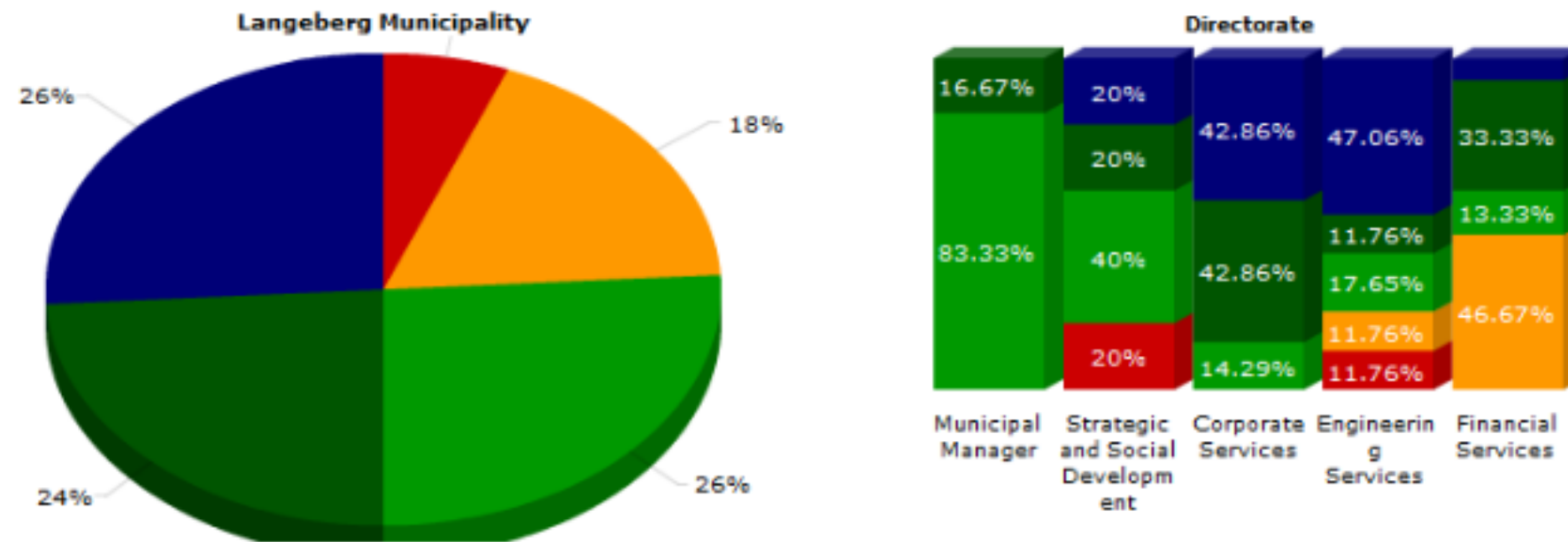


LANGEBERG MUNICIPALITY SDBIP 2015-16: TOP LAYER SDBIP REPORT THIRD QUARTER

Top Layer SDBIP Report

Report drawn on 16 April 2016 at 19:33
for the month of March 2016.



	Langeberg Municipality	Directorate				
		Municipal Manager	Strategic and Social Development	Corporate Services	Engineering Services	Financial Services
KPI Not Met	3 (6%)	-	1 (20%)	-	2 (11.8%)	-
KPI Almost Met	9 (18%)	-	-	-	2 (11.8%)	7 (46.7%)
KPI Met	13 (26%)	5 (83.3%)	2 (40%)	1 (14.3%)	3 (17.6%)	2 (13.3%)
KPI Well Met	12 (24%)	1 (16.7%)	1 (20%)	3 (42.9%)	2 (11.8%)	5 (33.3%)
KPI Extremely Well Met	13 (26%)	-	1 (20%)	3 (42.9%)	8 (47.1%)	1 (6.7%)
Total:	50	6	5	7	17	15

MUNICIPAL MANAGER

Ref	KPI	Unit of Measurement	Source of Evidence	Annual Target	KPI Calculation Type	Mar-16				
						Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures
TL1	Conduct two (2) formal evaluations of directors in terms of their signed agreements	No of formal evaluations completed	Evaluation report and signed scoring sheets	2	Accumulative	1	1	G	Mid-year performance evaluation conducted on 2 March 2016 <i>(March 2016)</i>	
TL4	Oversee the submission of monthly reports in terms of Sect 71 of the MFMA before the 10th of the following month	No of Sect 71 reports submitted	Sect 71 reports submitted	12	Accumulative	3	3	G	Section 71 report submitted <i>(January 2016)</i> Section 71 report submitted <i>(February 2016)</i> Section 71 report submitted for March 2016 <i>(March 2016)</i>	
TL5	Oversee the submission of the Mid-Year Performance Report in terms of Sect 72 of the MFMA by end of January	Mid-Year report submitted to Council	Report and minutes of Council meetings during which the report was discussed	1	Carry Over	1	1	G	Section 72 submitted and uploaded onto municipal website <i>(January 2016)</i>	
TL6	Oversee the submission of the Annual and Oversight Report to Council by March 2016	Annual report and Oversight Report submitted to Council	Minutes of council meeting during which report was discussed	1	Carry Over	1	1	G	The Annual and oversight report was submitted to council on 26 January 2016 <i>(March 2016)</i>	
TL8	Develop an Audit Action Plan by end of January 2016	Management Action Plan developed and updated	Progress report submitted to AG and Province	1	Carry Over	1	1	G	Audit action plan developed <i>(January 2016)</i>	
TL9	% of Capital Budget Spent on capital projects as identified in the SDBIP	95% of Capital Budget spent excl. orders	Financial Statements	95%	Carry Over	50%	52.38%	G2	52.38% of capital budget spent excluding orders (Outstanding orders= 22.56%) <i>(March 2016)</i>	

Summary of Results		
<div></div>	KPI Not Met	0
<div></div>	KPI Almost Met	0
<div></div>	KPI Met	5
<div></div>	KPI Well Met	1
<div></div>	KPI Extremely Well Met	0
Total KPIs		6

STRATEGY AND SOCIAL DEVELOPMENT

Ref	KPI	Unit of Measurement	Source of Evidence	Annual Target	KPI Calculation Type	Mar-16				
						Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures
TL10	Create job opportunities through Implementing an expanded public works programme	Number of temporary job opportunities created	Names & ID's of temporary workers	400	Accumulative	100	36	R	36 job opportunities created for the 3rd quarter. 6 participants in Arts and Culture, 21 Parks and Cemeteries and 9 in Cleansing (March 2016)	Most projects stopped in December 2015. (March 2016)
TL13	Spend the total amount budgeted for the purchasing of general ICT equipment by June 2016	% of budget spent on the purchasing of ICT equipment	% of budget spent (R1 200 000)	100%	Carry Over	50%	93.37%	B	93.37% of budget spent on ICT equipment as of March 2016 (March 2016)	
TL14	Acquisition of 3 ton truck by June 2016	2 x 3 ton trucks purchased	Trucks purchased and invoices	2	Accumulative	1	1	G	Trucks purchased and are already in use (March 2016)	
TL15	Facilitate Ward Committee projects	Number of ward committee projects facilitated	Projects completed and budget spent (R1 200 000)	12	Accumulative	3	3	G	Projects Facilitated: Ward Project 2: Service provider appointed await the SCM processes to be finalised Ward Project 3: Completed; Ward Project 7: Quotation awarded and onsite or the upgrade of vlakkie cricket field Ward 10: Order generated to preferred supplier (March 2016)	
TL16	Spend the total amount budgeted for the purchase of equipment by June 2016	100% of the Capital budget for Equipment spent	Budget spent	100%	Carry Over	50%	74.03%	G2	74.03 % of budget spent for equipment March 2016 (March 2016)	

Summary of Results		
<div></div>	KPI Not Met	1
<div></div>	KPI Almost Met	0
<div></div>	KPI Met	2
<div></div>	KPI Well Met	1
<div></div>	KPI Extremely Well Met	1
Total KPIs		5

CORPORATE SERVICES

Ref	KPI	Unit of Measurement	Source of Evidence	Annual Target	KPI Calculation Type	Mar-16				
						Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures
TL17	% of the municipal budget spent on implementing its WSP by June 2016	100 % of the municipal budget spent on implementing its WSP by June 2016	Financial Statements	95%	Carry Over	50%	99.68%	B	Spending in line with plan (<i>January 2016</i>) Spending is well in line with training plan (<i>February 2016</i>) All courses that was planned had been done. Spending very well (<i>March 2016</i>)	
TL18	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 from the EE target groups employed in the highest 3 levels of management	Appointment letter and approval dates for the filling of the vacancy	1	Accumulative	0	2	B	Director Community Services was appointed (<i>January 2016</i>) There was no appointment made in the month (<i>February 2016</i>) Director Finance Appointed (<i>March 2016</i>)	
TL19	Report monthly to the Municipal Manager on all property contracts	Monthly reports on the property contracts submitted to the Municipal Manager	Monthly reports on the property contracts submitted to the Municipal Manager and billing evidence	12	Accumulative	3	3	G	Is submitted as part of the monthly report of the directorate (<i>January 2016</i>) Is in monthly report of the directorate (<i>February 2016</i>) Is part of the monthly report (<i>March 2016</i>)	
TL20	Conduct monthly ward committee meetings to ensure a functional ward committee system	Number of monthly ward committee meetings	Minutes of Ward Committee meetings	120	Accumulative	24	25	G2	Meetings was held (<i>January 2016</i>) Meetings were conducted (<i>February 2016</i>) Ward committee meetings were held (<i>March 2016</i>)	
TL22	Spend the total amount budgeted for upgrading and alternating the municipal offices	100% of the budgeted amount spent (R300 000)	Budget spent	100%	Carry Over	75%	101%	G2	Budget was spent (<i>January 2016</i>) Budget was over spent (<i>February 2016</i>) Offices were upgraded as needed (<i>March 2016</i>)	
TL23	Spend the total amount budgeted for the purchase of office equipment	100% of the budgeted amount spent (R300 000)	Budget spent	100%	Carry Over	75%	97.70%	G2	80% of budget was spent (<i>January 2016</i>) Budget was spent (<i>February 2016</i>) Equipment where purchased as requested (<i>March 2016</i>)	
TL77	100% Spent of total roll-over capital amount budgeted for bakkies by 30 June 2016	% of roll-over capital amount budgeted spent by 30 June 2016	Report from the financial system	100%	Carry Over	0%	100%	B	100% of budget was spent (<i>January 2016</i>) Budget was spent (<i>February 2016</i>) There is no funds to spend (<i>March 2016</i>)	

Summary of Results		
	KPI Not Met	0
	KPI Almost Met	0
	KPI Met	1
	KPI Well Met	3
	KPI Extremely Well Met	3
Total KPIs		7

ENGINEERING SERVICES

Ref	KPI	Unit of Measurement	Source of Evidence	Annual Target	KPI Calculation Type	Mar-16				
						Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures
TL25	Increase tonnage of domestic waste recycled	Tonnage of domestic waste recycled	Weigh bridge report	900	Accumulative	225	362	B	Weighbridge Data (March 2016)	
TL26	Limit unaccounted electricity to 7%	% of electricity unaccounted for	Sale of electricity statistics from Finance department and the monthly report	7.50%	Reverse Stand-Alone	7.50%	9.42%	R	Electricity balance (March 2016)	External loan for upgrading of network (March 2016)
TL28	Microbiological quality of water comply with SANS standards	% of water quality	Lab Results	90%	Last Value	90%	100%	G2	Lab certificates (March 2016)	
TL29	Limit unaccounted water to 18%	% of water unaccounted for	Sale of water statistics from Finance department and the monthly report	18%	Reverse Stand-Alone	18%	10.63%	B	Water balance (March 2016)	
TL30	Quality of effluent in terms of SANS standards	% quality	Lab Results	80%	Last Value	80%	66.70%	O	Montagu WWTW upgrade under construction (March 2016)	Montagu WWTW upgrade under construction (March 2016)
TL32	Spend 100% of budget on the installation of services : Uitsig	% of Budget Spent on the installation of services - Uitsig (R1 000 000)	Certificate from the engineer and budget statements	100%	Carry Over	50%	100%	B	Capex report (March 2016)	
TL33	Report monthly on the implementation according to the reporting requirements on MIG funds spending	12 Reports submitted according MIG requirements on implementation and spending of MIG funds.	Copies of MIG reports submitted	12	Accumulative	3	3	G	MIG report (January 2016) MIG Report submitted (February 2016) Report submitted (March 2016)	
TL34	Spend the total amount budgeted for Sewerage Capital Projects	% of Sewerage Capital Budget Spent	Financial Statements	100%	Carry Over	50%	88.25%	B	Capex report (March 2016)	
TL36	Spend the total amount budgeted for Water Capital Projects	% of Water Capital Budget Spent	Financial Statements	100%	Carry Over	50%	48.80%	O	Capex report (March 2016)	In progress (March 2016)
TL37	Spend the total amount budgeted for Solid Waste Capital Projects	% of Cleansing Capital Budget Spent	Financial Statements	100%	Carry Over	50%	100%	B	100% of capital budget spent (March 2016)	
TL38	Spend the total amount budgeted for Electrical Engineering Capital Projects	% of Electrical Engineering Capital Budget spent	Financial Statements	100%	Carry Over	50%	52.30%	G2	Capex report (March 2016)	
TL39	Spend the total amount budgeted for Housing Capital Projects	% of Housing Capital Budget Spent	Financial Statements	100%	Carry Over	50%	96.30%	B	Capex report (March 2016)	
TL42	Spend the total amount budgeted for the upgrade of the storm water system Bonnievale Phase 1	% of budget spent for the upgrade of the storm water system in Bonnievale Phase 1 (R3 230 000)	Budget spent and upgraded storm water system in Bonnievale	100%	Carry Over	50%	100%	B	Capex report (March 2016)	
TL45	Spend the total amount budgeted for the supply bulk water to Nkqubela by June 2016	% of budget spent for the supply of bulk water to Nkqubela (R2 368430)	Budget spent on the project	100%	Carry Over	50%	0%	R	Project postponed to 2016/17 (March 2016)	Project postponed to 2016/17 (March 2016)
TL48	Spend the total amount budgeted for the installation of basic services for Robertson TRA by June 2016	100% of budget spent for the installation of basic services for Robertson TRA	Budget expenditure	100%	Carry Over	50%	96.30%	B	Capex report (March 2016)	
TL75	Purchase of Jet Vac machine by 31 March 2016	Jet Vac machine purchased	Delivery Note	1	Carry Over	1	1	G	Machine received (February 2016) Machine at stores (March 2016)	
TL76	Purchase of a new high pressure jetting SPUIT by 31 March 2016	New high pressure jetting SPUIT purchased	Delivery Note	1	Carry Over	1	1	G	At the Robertson stores (February 2016) At the Robertson stores (March 2016)	

Summary of Results		
	KPI Not Met	2
	KPI Almost Met	2
	KPI Met	3
	KPI Well Met	2
	KPI Extremely Well Met	8
Total KPIs		17

FINANCIAL SERVICES

Ref	KPI	Unit of Measurement	Source of Evidence	Annual Target	Mar-16				
					Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures
TL54	Maintain the asset register in terms of GRAP	Quarterly reports submitted to CFO on the progress / maintenance of the asset register	Quarterly reports submitted to Municipal Manager	3	1	1	G	Monthly reconciliations are done. <i>(March 2016)</i>	
TL56	Resolve all audit issues	% of audit queries for which an action plan was submitted	Updated action plan	100%	100%	100%	G	Audit action plan updated. <i>(March 2016)</i>	
TL57	Provide 6kl free basic water per indigent household per month in terms of the equitable share requirements	Number of HH receiving free basic water	Statistics submitted to National Treasury	6 000	6 300	5 285	O	Indigent HH receive free water <i>(March 2016)</i>	Figure will increase with applications as received <i>(March 2016)</i>
TL58	Provide free basic sanitation to indigent households in terms of the equitable share requirements	Number of HH receiving free basic sanitation	Statistics submitted to National Treasury	6 000	6 300	5 259	O	Indigent HH receive free basic sanitation <i>(March 2016)</i>	Figure will increase with applications for subsidy <i>(March 2016)</i>
TL59	Provide 50kwh free basic electricity per indigent household per month in terms of the equitable share requirements	Number of HH receiving free basic electricity	Statistics submitted to National Treasury	6 000	6 300	5 578	O	Indigent HH receive free basic electricity <i>(March 2016)</i>	Figure will increase with applications for subsidy <i>(March 2016)</i>
TL60	Provide free basic refuse removal to indigent households in terms of the equitable share requirements	Number of HH receiving free basic refuse removals	Statistics submitted to National Treasury	6 000	6 300	5 269	O	Indigent HH receives free basic refuse removals <i>(March 2016)</i>	Figure will increase with applications for subsidy <i>(March 2016)</i>
TL61	Number of formal households with access to the basic level of water	Number of formal households with access to water	Statistics submitted to National Treasury	14 800	14 750	15 204	G2	Formal HH with access to water <i>(March 2016)</i>	
TL62	Number of formal households with access to the basic level of sanitation	Number of formal households with access to sanitation	Statistics submitted to National Treasury	14 950	14 940	14 908	O	Formal HH with access to sanitation <i>(March 2016)</i>	HH with access <i>(March 2016)</i>
TL63	Number of formal households with access to the basic level of electricity	Number of formal households with access to electricity	Statistics submitted to National Treasury	17 500	17 300	17 379	G2	Formal H with access to electricity <i>(March 2016)</i>	
TL64	Number of formal households with access to the basic level of refuse removal	Number of formal households with access to refuse removal	Statistics submitted to National Treasury	17 500	17 300	14 856	O	Formal HH with access to refuse removal <i>(March 2016)</i>	HH with access to refuse removal <i>(March 2016)</i>
TL65	Number of informal households with access to the basic level of water	Number of informal households with access to water	Statistics submitted to National Treasury	400	400	461	G2	461 Informal HH with access to water <i>(March 2016)</i>	
TL66	Number of informal households with access to the basic level of sanitation	Number of informal households with access to sanitation	Statistics submitted to National Treasury	400	400	461	G2	Informal HH with access to sanitation <i>(March 2016)</i>	
TL67	Number of informal households with access to the basic level of electricity	Number of informal households with access to electricity	Statistics submitted to National Treasury	200	200	244	G2	Informal H with access to electricity <i>(March 2016)</i>	
TL68	Number of informal households with access to the basic level of refuse removal	Number of informal households with access to refuse removal	Statistics submitted to National Treasury	200	200	1 427	B	1427 Informal HH with access to refuse removal <i>(March 2016)</i>	
TL72	Achievement of a debtors payment percentage of at least 100%	Payment %	Financial reports submitted to Council	100%	95%	93.62%	O	Debtors payment received for March 2016 <i>(March 2016)</i>	The percentage recovery will increase as a Debt Collection company has been appointed <i>(March 2016)</i>

Summary of Results

	KPI Not Met	0
	KPI Almost Met	7
	KPI Met	2
	KPI Well Met	5
	KPI Extremely Well Met	1
Total KPIs		15

EXPENDITURE OF THE 2015 / 2016 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE THIRD QUARTER (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)

Purpose of report

To submit a report to Council regarding the expenditure on the 2015 / 2016 budget for the third quarter 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 of the expenditure and performance in the Budget.

Comments:

The relevant documentation **will be supplied separately.**

Recommendation/ Aanbeveling

That Council notes the contents of the report

Dat die Raad kennis neem van die inhoud van die verslag

Hierdie verslag het voor die Raad gedien op 19 April 2016

This item served before Council on 19 April 2016

Eenparig Besluit / Unanimously Resolved

That Council notes the contents of the report

Dat die Raad kennis neem van die inhoud van die verslag