

EXPENDITURE OF THE 2015 / 2016 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FOURTH 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 fourth 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

In terms of Standing Order 10(4)(a)-(c) of the delegations to the Executive Mayor in terms of the delegations adopted by Council that read as follow:

"To exercise during recess any power of the Council and/or its political structures, as well as designated powers, in consultation with the Municipal Manager provided that:

- (a) the failure to exercise such power as a matter of urgency would have a substantial detrimental impact on the municipality and/or its services; and/or its people;*
- (b) the delegation excludes the exercise of all powers reserved for Council in terms of the law;*
- (c) where the public interest so demands."*

Signatures

Dates

Municipal Manager

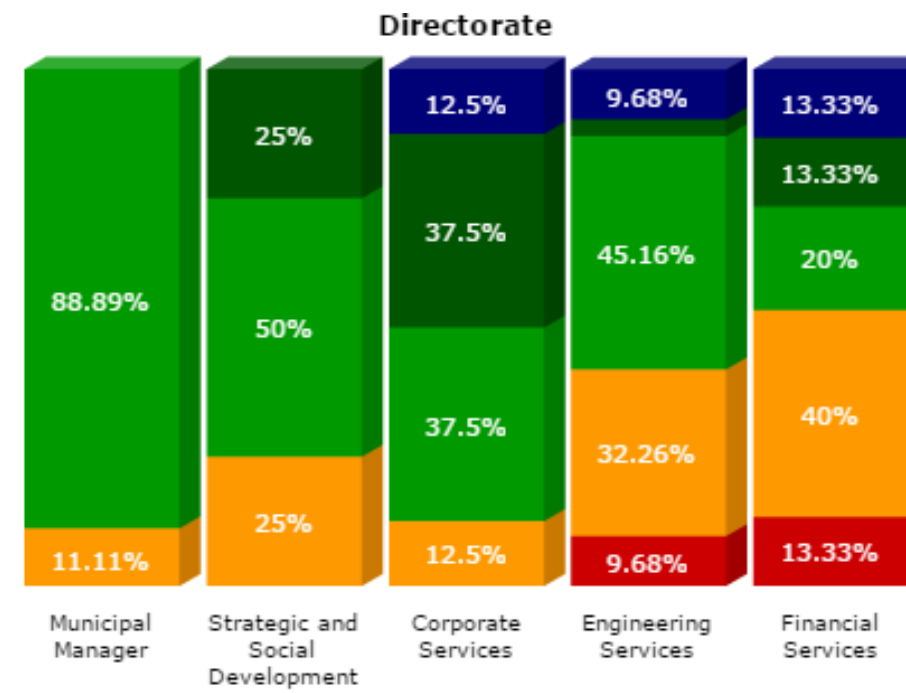
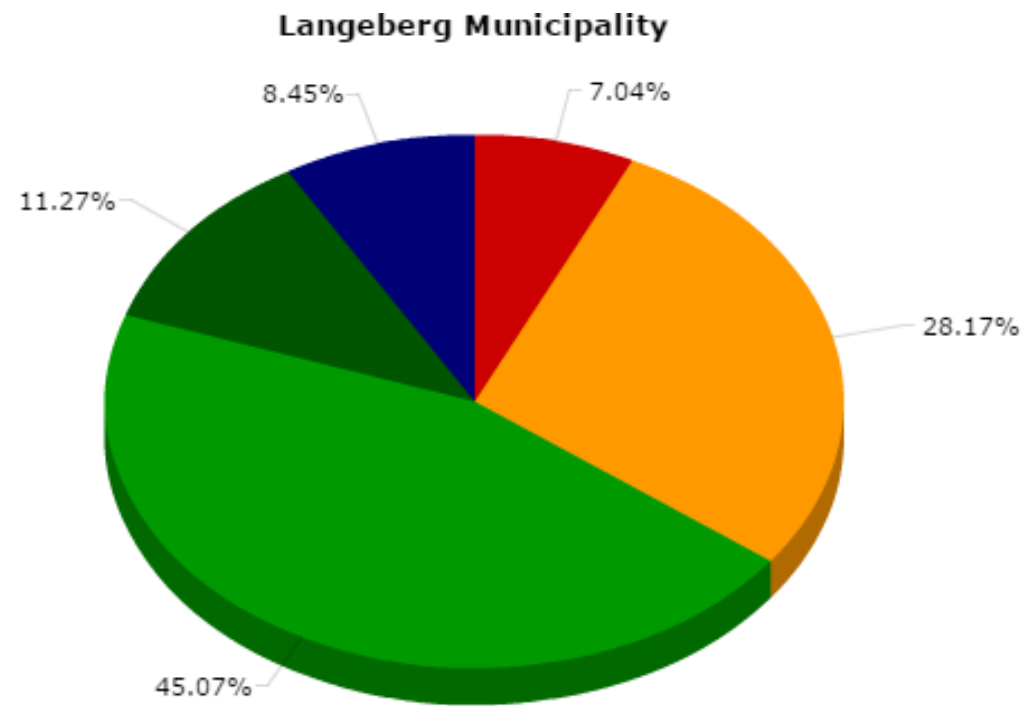


27/7/2016

Mayor.....



27/7/2016



	Langeberg Municipality	Directorate				
		Municipal Manager	Strategic and Social Development	Corporate Services	Engineering Services	Financial Services
KPI Not Met	5 (7%)	-	-	-	3 (9.7%)	2 (13.3%)
KPI Almost Met	20 (28.2%)	1 (11.1%)	2 (25%)	1 (12.5%)	10 (32.3%)	6 (40%)
KPI Met	32 (45.1%)	8 (88.9%)	4 (50%)	3 (37.5%)	14 (45.2%)	3 (20%)
KPI Well Met	8 (11.3%)	-	2 (25%)	3 (37.5%)	1 (3.2%)	2 (13.3%)
KPI Extremely Well Met	6 (8.5%)	-	-	1 (12.5%)	3 (9.7%)	2 (13.3%)
Total:	71	9	8	8	31	15

Langeberg Municipality
SDBIP 2015/2016: Fourth Quarter Top Layer SDBIP Report

MUNICIPAL MANAGER

Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-15					Dec-15					Mar-16					Jun-16					Overall Performance for Sep 2015 to Jun 2016		
							Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL1	Conduct two (2) formal evaluations of directors in terms of their signed agreements	No of formal evaluations completed	2	Evaluation report and signed scoring sheets	2	Accumulative	1	1	G	Municipal Manager: Performance contracts signed and submitted to MEC <i>(September 2015)</i>		0	0	N/A			1	1	G	Municipal Manager: Mid-year performance evaluation conducted on 2 March 2016 <i>(March 2016)</i>		0	0	N/A			2	2	G
TL2	Oversee the compilation of the IDP and the submission to Council for approval by end of May 2016	IDP submitted to Council	1	Minutes of council meeting during which reviewed IDP was discussed	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			1	1	G	Municipal Manager: IDP was tabled in Council on 16 May 2016 for approval <i>(May 2016)</i>		1	1	G
TL3	Oversee the compilation of the annual budget and the submission to Council for approval by end of May 2016	Budget submitted to council for approval	1	Minutes of council meeting during which the Budget was submitted for approval	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			1	1	G	Municipal Manager: Budget was tabled to Council on 16 May 2016 for approval <i>(May 2016)</i>		1	1	G
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	12	Sect 71 reports submitted	12	Accumulative	3	3	G	Municipal Manager: Section 71 report submitted <i>(July 2015)</i> Municipal Manager: Section 71 report submitted <i>(August 2015)</i> Municipal Manager: Section 71 report submitted <i>(September 2015)</i>		3	3	G	Municipal Manager: Section 71 report submitted <i>(October 2015)</i> Municipal Manager: Section 71 report submitted <i>(November 2015)</i> Municipal Manager: Section 71 report submitted for December 2015 <i>(December 2015)</i>		3	3	G	Municipal Manager: Section 71 report submitted <i>(January 2016)</i> Municipal Manager: Section 71 report submitted <i>(February 2016)</i> Municipal Manager: Section 71 report submitted for March 2016 <i>(March 2016)</i>		3	3	G	Municipal Manager: Section 71 report submitted <i>(April 2016)</i> Municipal Manager: Section 71 report submitted <i>(May 2016)</i> Municipal Manager: Section 71 report submitted <i>(June 2016)</i>		12	12	G
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	1	Report and minutes of Council meetings during which the report was discussed	1	Carry Over	0	0	N/A			0	0	N/A			1	1	G	Municipal Manager: Section 72 submitted and uploaded onto municipal website <i>(January 2016)</i>		0	0	N/A			1	1	G
TL6	Oversee the submission of the Annual and Oversight Report to Council by March 2016	Annual report and Oversight Report submitted to Council	1	Minutes of council meeting during which report was discussed	1	Carry Over	0	0	N/A			0	0	N/A			1	1	G	Municipal Manager: The Annual and oversight report was submitted to council on 26 January 2016 <i>(March 2016)</i>		0	0	N/A			1	1	G
TL7	Submit the Top Layer SDBIP to the Mayor for approval within 14 days after the annual budget has been approved	Top Layer SDBIP submitted to the Mayor	1	Acknowledgement of receipt from the Mayor	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			1	1	G	Municipal Manager: Top Layer SDBIP signed by Mayor on the 23 May 2016 (budget approved on 16 may 2016) <i>(June 2016)</i>		1	1	G
TL8	Develop an Audit Action Plan by end of January 2016	Management Action Plan developed and updated	1	Progress report submitted to AG and Province	1	Carry Over	0	0	N/A			0	0	N/A			1	1	G	Municipal Manager: Audit action plan developed <i>(January 2016)</i>		0	0	N/A			1	1	G
TL9	% of Capital Budget Spent on capital projects as identified in the SDBIP	95% of Capital Budget spent excl orders	0.9	Financial Statements	95%	Carry Over	10%	17.42%	B	Municipal Manager: 17.42% spent excluding orders (22.09% spent including orders) <i>(September 2015)</i>		20%	29.81%	G2	Municipal Manager: 29.81 spent of capital budget excluding orders. (66.33% of capital budget spent including orders) <i>(December 2015)</i>		50%	52.38%	G2	Municipal Manager: 52.38% of capital budget spent excluding orders (74.94 % of capital budget spent including orders) <i>(March 2016)</i>		95%	85.01%	O	Municipal Manager: 85.01% spent excluding orders (Including orders 91.40) <i>(June 2016)</i>	Municipal Manager: 85.01% spent excluding orders (Including orders 91.40) <i>(June 2016)</i>	95%	85.01%	O

Summary of Results		
<div></div>	KPI Not Met	0
<div></div>	KPI Almost Met	1
<div></div>	KPI Met	8
<div></div>	KPI Well Met	0
<div></div>	KPI Extremely Well Met	0
Total KPIs		9

STRATEGY AND SOCIAL DEVELOPMENT

Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-15					Dec-15					Mar-16					Jun-16					Overall Performance for Sep 2015 to Jun 2016		
							Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL10	Create job opportunities through Implementing an expanded public works programme	Number of temporary job opportunities created	400	Names & ID's of temporary workers	400	Accumulati ve	100	103	G 2	Director: Strategy & Social Development: 103 jobs were created for the period of July-September 2015 <i>(September 2015)</i>		100	96	O	Director: Strategy & Social Development: 96 job opportunities created for the period of October 2015- December 2015 <i>(December 2015)</i>	Director: Strategy & Social Development: Contracts and ID copies of only 96 participants were received <i>(December 2015)</i>	100	36	R	Director: Strategy & Social Development: 36 job opportunities created for the 3rd quarter. 6 participants in Arts and Culture, 21 in Parks and Cemeteries and 9 in Cleansing <i>(March 2016)</i>	Director: Strategy & Social Development: Most projects stopped in December 2015. <i>(March 2016)</i>	100	97	O	Director: Strategy & Social Development: 97 Job opportunities created for the period of April-June 2016 <i>(June 2016)</i>	Director: Strategy & Social Development: Some projects scaled down towards the end of the financial year <i>(June 2016)</i>	400	332	O
TL11	Review and submit the Disaster Management Plan for assessment by the District by end May annually	Plan reviewed	1	Minutes of meeting where Plan was submitted	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			1	1	G	Director: Strategy & Social Development: Disaster Management Plan has been submitted to Cape Winelands District municipality on 19 May 2016 <i>(May 2016)</i>		1	1	G
TL12	Spend the total amount budgeted for the Upgrade of the ICT Infrastructure by June 2016	Total amount budgeted for the upgrade of the ICT Infrastructure spent	New KPI for 15/16	Upgraded ICT Infrastruct ure and budget spent (R824 570)	100%	Carry Over	0%	0%	N/A			0%	0%	N/A			0%	0%	N/A			100%	101.51%	G 2	Director: Strategy & Social Development: 101.51% spent on upgrade of ICT infrastructure <i>(June 2016)</i>		100%	101.51 %	G2
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	0.95	% of budget spent (R1 200 000)	100%	Carry Over	10%	0%	R	Senior Network Administrator: No spending for September <i>(September 2015)</i>	Senior Network Administrator: 0.08% of budget spent (including orders) <i>(September 2015)</i>	20%	0.13%	R	Senior Network Administrator: 0.13 % of budget spent on purchasing ICT equipment (excluding orders) <i>(December 2015)</i>	Senior Network Administrator: 96.60 % of budget spent on purchasing ICT equipment (including orders) <i>(December 2015)</i>	50%	91.43 %	B	Senior Network Administrator: 91.43% of budget spent on ICT equipment as of March 2016 (excluding orders) (93.37% including orders) <i>(March 2016)</i>		100%	103.91%	G 2	Senior Network Administrator: 103.91 % spent on purchasing ICT equipment <i>(June 2016)</i>		100%	103.91 %	G2
TL14	Acquisition of 3 ton truck by June 2016	2 x 3 ton trucks purchased	New KPI for 15/16	Trucks purchased and invoices	2	Accumulati ve	0	0	N/A			1	1	G	Director: Strategy & Social Development: Trucks purchased <i>(December 2015)</i>		1	1	G	Director: Strategy & Social Development: Trucks purchased and are already in use <i>(March 2016)</i>		0	0	N/A			2	2	G
TL15	Facilitate Ward Committee projects	Number of ward committee projects facilitated	New KPI for 15/16	Projects completed and budget spent (R1 200 000)	12	Accumulati ve	3	3	G	Director: Strategy & Social Development: projects facilitated <i>(September 2015)</i>		3	3	G	Director: Strategy & Social Development: Projects facilitated <i>(December 2015)</i>		3	3	G	Director: Strategy & Social Development: 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 <i>(March 2016)</i>		3	3	G	Director: Strategy & Social Development: Projects Facilitated: Ward Project 2: Service provider appointed ; 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 <i>(June 2016)</i>		12	12	G
TL16	Spend the total amount budgeted for the purchase of equipment by June 2016	100% of the Capital budget for Equipment spent	0.9	Budget spent	100%	Carry Over	10%	2.30%	R	Director: Strategy & Social Development: 2.3% of budget spent (excluding orders) <i>(September 2015)</i>	Director: Strategy & Social Development: 7.30% of the Capital budget for Equipment spent (including orders) <i>(September 2015)</i>	20%	4.49%	R	Director: Strategy & Social Development: 4.49% of budget spent for equipment (excluding orders) <i>(December 2015)</i>	Director: Strategy & Social Development: 10.13 % of budget spent for equipment (including orders) <i>(December 2015)</i>	50%	45.68 %	O	Director: Strategy & Social Development: 45.68% of budget spent for equipment (excluding orders) <i>(March 2016)</i>	Director: Strategy & Social Development: (74.03 % of budget spent including orders) <i>(March 2016)</i>	100%	96.73%	O	Director: Strategy & Social Development: 96.73 % of capital budget spent for equipment <i>(June 2016)</i>	Director: Strategy & Social Development: 96.73 % of capital budget spent for equipment <i>(June 2016)</i>	100%	96.73 %	O
TL78	Purchasing of Nissan UD35A Truck	% of roll-over capital amount budgeted spent by 30 June 2016	New KPI		100%	Carry Over	0%	0%	N/A			0%	0%	N/A			0%	0%	N/A			100%	100%	G	Manager: Parks & Amenities: Truck acquired project complete <i>(June 2016)</i>		100%	100%	G

Summary of Results	
<div></div>	KPI Not Met 0
<div></div>	KPI Almost Met 2
<div></div>	KPI Met 4
<div></div>	KPI Well Met 2
<div></div>	KPI Extremely Well Met 0
Total KPIs 8	

CORPORATE SERVICES

SDBIP 2015/2016: Top Layer SDBIP Report																													
Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-15					Dec-15					Mar-16					Jun-16					Overall Performance for Sep 2015 to Jun 2016		
							Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
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	100	Financial Statements	95%	Carry Over	10%	61.39%	B	Director: Corporate Services: Spending is in line with training plan <i>(July 2015)</i> Director: Corporate Services: Training is on track and progressing good <i>(August 2015)</i> Director: Corporate Services: Spending is well and in line with training planned <i>(September 2015)</i>		20%	95.20%	B	Director: Corporate Services: Spending is very well <i>(October 2015)</i> Director: Corporate Services: Spending well in line with planning for training <i>(November 2015)</i> Director: Corporate Services: Spending is very good <i>(December 2015)</i>		50%	99.68%	B	Director: Corporate Services: Spending in line with plan <i>(January 2016)</i> Director: Corporate Services: Spending is well in line with training plan <i>(February 2016)</i> Director: Corporate Services: All courses that was planned had been done. Spending very well <i>(March 2016)</i>		95%	99.68%	G2	Director: Corporate Services: Spending is well and training done within available funds <i>(April 2016)</i> Director: Corporate Services: All planned training within available budget has been done <i>(May 2016)</i> Director: Corporate Services: Spending is well and all planned training was done <i>(June 2016)</i>		95%	99.68%	G2
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	1	Appointment letter and approval dates for the filling of the vacancy	1	Accumulative	0	0	N/A	Director: Corporate Services: Appointments are made based on the shortlist by the EE committee and best candidate <i>(July 2015)</i> Director: Corporate Services: No appointments made <i>(August 2015)</i> Director: Corporate Services: No appointments made in these levels <i>(September 2015)</i>		0	1	B	Director: Corporate Services: There was no appointment made in these levels <i>(October 2015)</i> Director: Corporate Services: No appointments made <i>(November 2015)</i> Director: Corporate Services: Director Community Services was appointed, in line with plan <i>(December 2015)</i>		0	2	B	Director: Corporate Services: Director Community Services was appointed <i>(January 2016)</i> Director: Corporate Services: There was no appointment made in the month <i>(February 2016)</i> Director: Corporate Services: Director Finance Appointed <i>(March 2016)</i>		1	1	G	Director: Corporate Services: There was no appointment done <i>(April 2016)</i> Director: Corporate Services: There was no appointments made in these levels <i>(May 2016)</i> Director: Corporate Services: Appointment made is in line with needs and according to the candidates shortlisted <i>(June 2016)</i>		1	4	B
TL19	Report monthly to the Municipal Manager on all property contracts	Monthly reports on the property contracts submitted to the Municipal Manager	12	Monthly reports on the property contracts submitted to the Municipal Manager and billing evidence	12	Accumulative	3	3	G	Director: Corporate Services: Is part of the monthly report <i>(July 2015)</i> Director: Corporate Services: Is reported in the directorates monthly report <i>(August 2015)</i> Director: Corporate Services: Is part of the monthly report <i>(September 2015)</i>		3	3	G	Director: Corporate Services: Is part of the monthly report of the directorate <i>(October 2015)</i> Director: Corporate Services: Is done in the monthly report of the directorate <i>(November 2015)</i> Director: Corporate Services: Is done in monthly report of the directorate <i>(December 2015)</i>		3	3	G	Director: Corporate Services: Is submitted as part of the monthly report of the directorate <i>(January 2016)</i> Director: Corporate Services: Is in monthly report of the directorate <i>(February 2016)</i> Director: Corporate Services: Is part of the monthly report <i>(March 2016)</i>		3	3	G	Director: Corporate Services: Has been done and forms part of monthly report <i>(April 2016)</i> Director: Corporate Services: Is part of the monthly report <i>(May 2016)</i> Director: Corporate Services: Is reported in the monthly report of the directorate <i>(June 2016)</i>		12	12	G
TL20	Conduct monthly ward committee meetings to ensure a functional ward committee system	Number of monthly ward committee meetings	120	Minutes of Ward Committee meetings	120	Accumulative	36	36	G	Director: Corporate Services: Meetings has been conducted in all wards <i>(July 2015)</i> Director: Corporate Services: Meeting took place in all wards. <i>(August 2015)</i> Director: Corporate Services: Meetings have been conducted <i>(September 2015)</i>		24	24	G	Director: Corporate Services: Ward committee meetings were held <i>(October 2015)</i> Director: Corporate Services: Ward base planning en GOP vergaderings in alle wyke <i>(November 2015)</i> Director: Corporate Services: Has been done <i>(December 2015)</i>		24	25	G2	Director: Corporate Services: Meetings was held <i>(January 2016)</i> Director: Corporate Services: Meetings were conducted <i>(February 2016)</i> Director: Corporate Services: Ward committee meetings were held <i>(March 2016)</i>		36	36	G	Director: Corporate Services: Ward Committee meetings were held <i>(April 2016)</i> Director: Corporate Services: Meetings were held in all wards <i>(May 2016)</i> Director: Corporate Services: Wards committee meetings has been conducted <i>(June 2016)</i>		120	121	G2

TL21	Complete phase 1 of the new Library: Ashbury (Montagu) by 30 June 2016	Phase 1 completed by 30 June 2016	New KPI for 15/16	New library built and budget spent	1	Carry Over	0	0	N/A	Director: Corporate Services: To be done in 2016 <i>(July 2015)</i> Director: Corporate Services: Process is ongoing <i>(August 2015)</i> Director: Corporate Services: To be built during 2016 <i>(September 2015)</i>		0	0	N/A	Director: Corporate Services: To be finalized 30/06/2016 <i>(October 2015)</i> Director: Corporate Services: To be done second quarter of 2016 and 2016-17 financial year <i>(November 2015)</i> Director: Corporate Services: Will be started with by March/ April 2016 <i>(December 2015)</i>		0	0	N/A	Director: Corporate Services: In process, it is a project to be done over 2 financial years <i>(January 2016)</i> Director: Corporate Services: Project in process as per plan <i>(February 2016)</i> Director: Corporate Services: Has to be moved to Director Community Services <i>(March 2016)</i>		1	1	G	Director: Corporate Services: Must be moved to Community Services <i>(April 2016)</i> Director: Corporate Services: Is no longer part of the directorate, but that of community services <i>(May 2016)</i> Director: Corporate Services: Is in progress, not part of my directorate anymore <i>(June 2016)</i>		1	1	G	
TL22	Spend the total amount budgeted for upgrading and alternating the municipal offices	100% of the budgeted amount spent (R300 000)	1	Budget spent	100%	Carry Over	25%	25.54%	G2	Manager: Administrative Support: Spending is well <i>(July 2015)</i> Manager: Administrative Support: Municipal budget was spent as per tender <i>(August 2015)</i> Manager: Administrative Support: Municipal buildings were upgraded within budget <i>(September 2015)</i>	Manager: Administrative Support: A number of formal quotations were advertised. <i>(August 2015)</i>	50%	48.23%	O	Manager: Administrative Support: Buildings were upgraded within budget <i>(October 2015)</i> [D242] Manager: Administrative Support: budget were spent as per maintenance requests <i>(November 2015)</i> [D242] Manager: Administrative Support: Waiting for order number for painting of Ashton Office's roof <i>(December 2015)</i>	Manager: Administrative Support: Waiting for order number for painting of Ashton Office's roof <i>(December 2015)</i>	75%		101%	G2	Manager: Administrative Support: Budget was spent <i>(January 2016)</i> Manager: Administrative Support: Budget was over spent <i>(February 2016)</i> Manager: Administrative Support: Offices were upgraded as needed <i>(March 2016)</i>		100%	100.30%	G2	Manager: Administrative Support: Funds has been spent <i>(April 2016)</i> Manager: Administrative Support: Municipal buildings were upgraded within budget <i>(May 2016)</i> Manager: Administrative Support: Budget was spent <i>(June 2016)</i>		100%	101%	G2
TL23	Spend the total amount budgeted for the purchase of office equipment	100% of the budgeted amount spent (R300 000)	1	Budget spent	100%	Carry Over	25%	35.31%	G2	Manager: Administrative Support: Needs has now been determined, so spending will pick up in next 3 months <i>(July 2015)</i> Manager: Administrative Support: Office equipment has been purchased as needs arised <i>(August 2015)</i> Manager: Administrative Support: Equipment were purchased as requested <i>(September 2015)</i>		50%	83.30%	B	Manager: Administrative Support: Office equipment were purchased within budget <i>(October 2015)</i> Manager: Administrative Support: Office furniture and equipment were purchased as needed <i>(November 2015)</i> Manager: Administrative Support: Budget was spent <i>(December 2015)</i>		75%		97.70%	G2	Manager: Administrative Support: 80% of budget was spent <i>(January 2016)</i> [D243] Manager: Administrative Support: Budget was spent <i>(February 2016)</i> [D243] Manager: Administrative Support: Equipment where purchased as requested <i>(March 2016)</i>		100%	98.99%	O	Manager: Administrative Support: All funds was spend as far as reasonably possible <i>(April 2016)</i> Manager: Administrative Support: Equipment were purchased as requested <i>(May 2016)</i> Manager: Administrative Support: Budget for buildings was over-spent. Money will be transferred from this vote to buildings <i>(June 2016)</i>	Manager: Administrative Support: Budget for buildings was over-spent. Money will be transferred from this vote to buildings <i>(June 2016)</i>	100%	98.99%	O
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	New KPI	Report from the financial system	100%	Carry Over	0%	0%	N/A	Manager: Administrative Support: Budget was transferred during August to this department <i>(August 2015)</i> Manager: Administrative Support: Tender will be advertised on 10 October 2015 <i>(September 2015)</i>	Manager: Administrative Support: Tender will be advertised on 10 October 2015 <i>(September 2015)</i>	0%	100%	B	Manager: Administrative Support: Tender close on 13 November 2015 <i>(October 2015)</i> Manager: Administrative Support: Tender closed on 13 November 2015. Tender documents are still at Tender Evaluation Committee <i>(November 2015)</i> Manager: Administrative Support: Waiting for order number <i>(December 2015)</i>	Manager: Administrative Support: Tender closed on 13 November 2015. Tender documents are still at Tender Evaluation Committee <i>(November 2015)</i>	0%		100%	B	Manager: Administrative Support: 100% of budget was spent <i>(January 2016)</i> Manager: Administrative Support: Budget was spent <i>(February 2016)</i> Manager: Administrative Support: There is no funds to spend <i>(March 2016)</i>		100%	100%	G	Manager: Administrative Support: Vehicles was purchased <i>(April 2016)</i> Manager: Administrative Support: Money was spent when vehicles was purchased <i>(May 2016)</i> Manager: Administrative Support: Budget was spent <i>(June 2016)</i>		100%	100%	G

Summary of Results		
	KPI Not Met	0
	KPI Almost Met	1
	KPI Met	3
	KPI Well Met	3
	KPI Extremely Well Met	1
Total KPIs		8

FINANCIAL SERVICES

Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-15					Dec-15					Mar-16					Jun-16					Overall Performance for Sep 2015 to Jun 2016		
							Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmenta l Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmenta l Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL54	Maintain the asset register in terms of GRAP	Quarterly reports submitted to CFO on the progress / maintenance of the asset register	New KPI for 2015/2016	Quarterly reports submitted to Municipal Manager	3	Accumulative	0	0	N/A			1	1	G	Director: Finance: All assets are recorded in the Asset register <i>(December 2015)</i>		1	1	G	Director: Finance: Monthly reconciliations are done. <i>(March 2016)</i>		1	1	G	Director: Finance: Monthly reconciliations are done. <i>(June 2016)</i>		3	3	G
TL55	Maintain a clean audit opinion	Clean Audit Opinion	1	Report of the Auditor General	1	Carry Over	0	0	N/A			1	1	G	Director: Finance: Clean Audit Report for 2014/2015 received <i>(December 2015)</i>		0	0	N/A			0	0	N/A			1	1	G
TL56	Resolve all audit issues	% of audit queries for which an action plan was submitted	1	Updated action plan	100%	Carry Over	100%	100%	G	Director: Finance: The action plan will be updated once the management report for 2014/15 has been received <i>(September 2015)</i>		100%	100%	G	Director: Finance: Action Plan has been updated <i>(December 2015)</i>		100%	100%	G	Director: Finance: audit action plan updated. <i>(March 2016)</i>		100%	95%	O	Director: Finance: Outstanding queries will be attended to with the compilation of the AFS <i>(June 2016)</i>	Director: Finance: Outstanding queries will be attended to with the compilation of the AFS <i>(June 2016)</i>	100%	100%	G
TL57	Provide free basic water to indigent households as defined in the municipality’s credit control and debt collection policy	Number of indigent households receiving free basic water	6000	Statistics submitted to National Treasury	6,000	Last Value	6,500	3,770	R	Manager: Revenue Services: Indigent HH receive free water <i>(September 2015)</i>	Manager: Revenue Services: A new 3 year indigent cycle began from July 2015 and will the figures increase as indigents will apply for free basic services <i>(September 2015)</i>	6,400	4,617	R	Manager: Revenue Services: Indigent HH received free basic water <i>(December 2015)</i>	Manager: Revenue Services: Figure will increase with applications as received <i>(December 2015)</i>	6,300	5,285	O	Manager: Revenue Services: Indigent HH receive free water <i>(March 2016)</i>	Manager: Revenue Services: Figure will increase with applications as received <i>(March 2016)</i>	6,000	5,757	O	Manager: Revenue Services: Indigent HH receive free basic water <i>(June 2016)</i>	Manager: Revenue Services: Verification letters has been sent out to all consumers indicating they are Indigents and these people are still submitting Thereafter it will be approved for implementation <i>(June 2016)</i>	6,000	5,757	O
TL58	Provide free basic sanitation to indigent households as defined in the municipality’s credit control and debt collection policy	Number of indigent households receiving free basic sanitation	6000	Statistics submitted to National Treasury	6,000	Last Value	6,500	3,797	R	Manager: Revenue Services: Indigent HH receive free basic sanitation <i>(September 2015)</i>	Manager: Revenue Services: A new 3 year indigent cycle began from July 2015 and will the figures increase as indigents will apply for free basic services <i>(September 2015)</i>	6,400	4,616	R	Manager: Revenue Services: Indigent HH receives free basic sanitation <i>(December 2015)</i>	Manager: Revenue Services: Figure will increase with applications for subsidy <i>(December 2015)</i>	6,300	5,259	O	Manager: Revenue Services: Indigent HH receive free basic sanitation <i>(March 2016)</i>	Manager: Revenue Services: Figure will increase with applications for subsidy <i>(March 2016)</i>	6,000	5,740	O	Manager: Revenue Services: Indigent HH receive free basic sanitation <i>(June 2016)</i>	Manager: Revenue Services: Verification letters has been sent out to all consumers indicating they are Indigents. Some of these Indigents did not qualify again and those who qualify did not submit on time. <i>(June 2016)</i>	6,000	5,740	O
TL59	Provide free basic electricity to indigent households as defined in the municipality’s credit control and debt collection policy	Number of indigent households receiving free basic electricity	6000	Statistics submitted to National Treasury	6,000	Last Value	6,500	3,918	R	Manager: Revenue Services: Indigent HH receive free basic electricity <i>(September 2015)</i>	Manager: Revenue Services: A new 3 year indigent cycle began from July 2015 and will the figures increase as indigents will apply for free basic services <i>(September 2015)</i>	6,400	4,829	O	Manager: Revenue Services: Indigent HH receives free basic electricity <i>(December 2015)</i>	Manager: Revenue Services: Figure will increase as applications for subsidy will be received <i>(December 2015)</i>	6,300	5,578	O	Manager: Revenue Services: Indigent HH receive free basic electricity <i>(March 2016)</i>	Manager: Revenue Services: Figure will increase with applications for subsidy <i>(March 2016)</i>	6,000	6,215	G2	Manager: Revenue Services: Indigents receive free basic electricity <i>(June 2016)</i>		6,000	6,215	G2
TL60	Provide free basic refuse removal to indigent households as defined in the municipality’s credit control and debt collection policy	Number of indigent households receiving free basic refuse removal	6000	Statistics submitted to National Treasury	6,000	Last Value	6,500	3,802	R	Manager: Revenue Services: Indigent HH receive free basic refuse removal <i>(September 2015)</i>	Manager: Revenue Services: A new 3 year indigent cycle began from July 2015 and will the figures increase as indigents will apply for free basic services <i>(September 2015)</i>	6,400	4,624	R	Manager: Revenue Services: Indigent HH receives free basic refuse removals <i>(December 2015)</i>	Manager: Revenue Services: Figure will increase with applications for subsidy <i>(December 2015)</i>	6,300	5,269	O	Manager: Revenue Services: Indigent HH receives free basic refuse removals <i>(March 2016)</i>	Manager: Revenue Services: Figure will increase with applications for subsidy <i>(March 2016)</i>	6,000	5,749	O	Manager: Revenue Services: Indigent HH receive free basic sanitation <i>(June 2016)</i>	Manager: Revenue Services: Verification letters has been sent out to all consumers indicating they are Indigents and these people are still submitting Thereafter it will be approved for implementation <i>(June 2016)</i>	6,000	5,749	O
TL61	Number of formal residential properties that receive piped water that is connected to the municipal water infrastructure network and which are billed for water or have pre-paid meters as at 30 June 2016	Number of residential properties which are billed for water or have pre-paid meters as at 30 June 2016	14637	Statistics submitted to National Treasury	14,800	Last Value	14,600	14,929	G2	Director: Finance: Formal HH with access to water <i>(September 2015)</i>		14,700	15,108	G2	Director: Finance: Formal HH with access to water <i>(December 2015)</i>		14,750	15,204	G2	Director: Finance: Formal HH with access to water <i>(March 2016)</i>		14,800	12,833	O	Director: Finance: HH received water <i>(June 2016)</i>	Director: Finance: Target done in May 2015. The target was done on connection points and not on households <i>(June 2016)</i>	14,800	12,833	O

TL62	Number of formal residential properties connected to the municipal waste water sanitation/ sewerage network for sewerage service, irrespective of the number of water closets (toilets) and which are billed for sanitation/sewerage as at 30 June 2016	Number of residential properties which are billed for sanitation/sewerage at 30 June 2016	14923	Statistics submitted to National Treasury	14,950	Last Value	14,930	14,892	O	Director: Finance: Formal HH with access to sanitation <i>(September 2015)</i>	Director: Finance: 14892 HH with access to sanitation <i>(September 2015)</i>	14,935	14,904	O	Director: Finance: Formal HH with access to sanitation <i>(December 2015)</i>	Director: Finance: 14904 HH with access to sanitation <i>(December 2015)</i>	14,940	14,908	O	Director: Finance: Formal HH with access to sanitation <i>(March 2016)</i>	Director: Finance: HH with access <i>(March 2016)</i>	14,950	12,833	O	Director: Finance: HH receive sanitation <i>(June 2016)</i>	Director: Finance: Target done in May 2015. The target was done on connection points and not on households <i>(June 2016)</i>	14,950	12,833	O
TL63	Number of formal residential properties connected to the municipal electrical infrastructure network and which are billed for water or have pre-paid meters as (excluding Eskom areas) at 30 June 2016	Number of residential properties which are billed for electricity or have pre-paid meters (excluding Eskom areas) at 30 June 2016	17022	Statistics submitted to National Treasury	17,500	Last Value	17,100	17,089	O	Director: Finance: Formal HH with access to electricity <i>(September 2015)</i>	Director: Finance: 17089 HH with access to electricity <i>(September 2015)</i>	17,200	17,242	G 2	Director: Finance: Formal HH with access to electricity <i>(December 2015)</i>		17,300	17,379	G 2	Director: Finance: Formal H with access to electricity <i>(March 2016)</i>		17,500	12,833	R	Director: Finance: HH with electricity <i>(June 2016)</i>	Director: Finance: Target done in May 2015. The target was done on connection points and not on households <i>(June 2016)</i>	17,500	12,833	R
TL64	Number of formal residential properties for which refuse removal is removed once per week and which are billed for refuse removal as at 30 June 2016	Number of residential properties which are billed for refuse removal at 30 June 2016	17022	Statistics submitted to National Treasury	17,500	Last Value	17,100	14,843	O	Director: Finance: Formal HH with access to refuse removal <i>(September 2015)</i>	Director: Finance: This is a new KPI. Target is wrong and will be adjusted with the Adjustment Budget of 2015/2016 <i>(September 2015)</i>	17,200	14,854	O	Director: Finance: Formal HH with access to refuse removal <i>(December 2015)</i>	Director: Finance: This is a new KPI. Target is wrong and will be adjusted with the Adjustment Budget of 2015/2016 <i>(December 2015)</i>	17,300	14,856	O	Director: Finance: Formal HH with access to refuse removal <i>(March 2016)</i>	Director: Finance: HH with access to refuse removal <i>(March 2016)</i>	17,500	12,833	R	Director: Finance: HH with refuse removal <i>(June 2016)</i>	Director: Finance: Target done in May 2015. The target was done on connection points and not on households <i>(June 2016)</i>	17,500	12,833	R
TL69	Financial viability measured in terms of the available cash to cover fixed operating expenditure	Cost coverage (Available cash+ investments)/ Monthly fixed operating expenditure	2	Financial statements	2.2	Last Value	0	0	N/A			0	0	N/A			0	0	N/A			2.2	2	O	Director: Finance: Cost coverage Figure for June 2016 <i>(June 2016)</i>	Director: Finance: Based on figures in Section 71 report of June 2016, but it can change in the AFS <i>(June 2016)</i>	2.2	2	O
TL70	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)	57	Financial statements	60	Last Value	0	0	N/A			0	0	N/A			0	0	N/A			60	99.55	B	Director: Finance: Debt coverage figure for June 2016 <i>(June 2016)</i>	Director: Finance: Based on figures in Section 71 report of June 2016, but it can change in the AFS <i>(June 2016)</i>	60	99.55	B
TL71	Financial viability measured in terms of the outstanding service debtors	Service debtors to revenue – (Total outstanding service debtors/ revenue received for services)	12.6	Financial statements	12	Reverse Last Value	0	0	N/A			0	0	N/A			0	0	N/A			12	7.26	B	Director: Finance: Service Debtors figure for June 2016 <i>(June 2016)</i>	Director: Finance: Based on figures in Section 71 report of June 2016, but it can change in the AFS <i>(June 2016)</i>	12	7.26	B
TL72	Achievement of a debtors payment percentage of at least 100%	Payment %	97	Financial reports submitted to Council	100%	Last Value	75%	79.56%	G 2	Director: Finance: Payment percentage received <i>(September 2015)</i>		90%	89.60%	O	Director: Finance: Debtors payment percentage received by end of December 2015 <i>(December 2015)</i>	Director: Finance: The percentage recovery will increase as a Debt Collection company has been appointed <i>(December 2015)</i>	95%	93.62%	O	Director: Finance: Debtors payment received for March 2016 <i>(March 2016)</i>	Director: Finance: The percentage recovery will increase as a Debt Collection company has been appointed <i>(March 2016)</i>	100%	101%	G 2	Director: Finance: Debtors payment received for June 2016 <i>(June 2016)</i>		100%	101%	G 2

Summary of Results	
KPI Not Met	2
KPI Almost Met	6
KPI Met	3
KPI Well Met	2
KPI Extremely Well Met	2
Total KPIs	15

ENGINEERING SERVICES

Ref	KPI	Unit of	Baseline	Source of	Annua	KPI	Sep-15	Dec-15	Mar-16	Jun-16	Overall Performance for
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		Measurement		Evidence	I Target	Calculation Type																					Sep 2015 to Jun 2016		
							Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL2 4	Report annually on compliance with the National Waste Management Strategy	Number of reports submitted	4	Reports submitted	4	Carry Over	0	1	B	Director: Engineering Services: report submitted <i>(September 2015)</i>		0	0	N/A	Director: Engineering Services: No report submitted <i>(December 2015)</i>	Director: Engineering Services: No need for quarterly reports according to DEAP <i>(December 2015)</i>	0	0	N/A			1	1	G	Director: Engineering Services: Report Annually <i>(June 2016)</i>		1	1	G
TL2 5	Increase tonnage of domestic waste recycled	Tonnage of domestic waste recycled	720	Weigh bridge report	900	Accumulative	225	519	B	Director: Engineering Services: Weighbridge data <i>(September 2015)</i>		225	617.61	B	Director: Engineering Services: Weighbridge data <i>(December 2015)</i>		225	362	B	Director: Engineering Services: Weighbridge Data <i>(March 2016)</i>		225	806.33	B	Director: Engineering Services: Weighbridge report <i>(June 2016)</i>		900	2,304.94	B
TL2 6	Limit unaccounted electricity to 7%	% of electricity unaccounted for	0.075	Sale of electricity statistics from Finance department and the monthly report	7.50%	Reverse Last Value	7.50%	6.40%	B	Director: Engineering Services: Electricity balance <i>(September 2015)</i>		7.50%	7.79%	R	Director: Engineering Services: Electricity balance <i>(December 2015)</i>	Director: Engineering Services: Not all sales reflected on new system <i>(December 2015)</i>	7.50%	9.42%	R	Director: Engineering Services: Electricity balance <i>(March 2016)</i>	Director: Engineering Services: External loan for upgrading of network <i>(March 2016)</i>	7.50%	7.39%	B	Director: Engineering Services: Electricity balance <i>(June 2016)</i>		7.50%	7.39%	B
TL2 8	Microbiological quality of water comply with SANS standards	% of water quality	0.9	Lab Results	90%	Last Value	90%	100%	G2	Director: Engineering Services: Lab analysis certificate <i>(September 2015)</i>		90%	100%	G2	Director: Engineering Services: Lab results <i>(December 2015)</i>		90%	100%	G2	Director: Engineering Services: Lab certificates <i>(March 2016)</i>		90%	100%	G2	Director: Engineering Services: Certificate of analysis <i>(June 2016)</i>		90%	100%	G2
TL2 9	Limit unaccounted water to 18%	% of water unaccounted for	0.18	Sale of water statistics from Finance department and the monthly report	18%	Reverse Last Value	18%	11.60%	B	Director: Engineering Services: Water balance <i>(September 2015)</i>		18%	7.83%	B	Director: Engineering Services: Water balance <i>(December 2015)</i>		18%	10.63%	B	Director: Engineering Services: Water balance <i>(March 2016)</i>		18%	12.28%	B	Director: Engineering Services: Water balance <i>(June 2016)</i>		18%	12.28%	B
TL3 0	Quality of effluent in terms of SANS standards	% quality	0.8	Lab Results	80%	Stand-Alone	80%	77%	O	Director: Engineering Services: Lab analysis certificate <i>(September 2015)</i>	Director: Engineering Services: Upgrade of Montagu WWTW in process. <i>(September 2015)</i>	80%	70%	O	Director: Engineering Services: Lab results <i>(December 2015)</i>	Director: Engineering Services: See attached reports <i>(December 2015)</i>	80%	66.70%	O	Director: Engineering Services: Montagu WWTW upgrade under construction <i>(March 2016)</i>	Director: Engineering Services: Montagu WWTW upgrade under construction <i>(March 2016)</i>	80%	68%	O	Director: Engineering Services: Lab results <i>(June 2016)</i>	Director: Engineering Services: Montagu WWTW being upgraded <i>(June 2016)</i>	80%	70.43%	O
TL3 2	Spend 100% of budget on the installation of services : Uitsig	% of Budget Spent on the installation of services - Uitsig (R1 000 000)	1	Certificate from the engineer and budget statements	100%	Carry Over	0%	81%	B	Director: Engineering Services: 81% including orders <i>(September 2015)</i>		25%	81%	B	Director: Engineering Services: 81% including orders <i>(December 2015)</i>		50%	97.54%	B	Director: Engineering Services: 97.54 including orders <i>(March 2016)</i>		100%	100%	G	Director: Engineering Services: Capex report <i>(June 2016)</i>		100%	100%	G
TL3 3	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.	12	Copies of MIG reports submitted	12	Accumulative	3	3	G	Manager: PMU: Report submitted <i>(July 2015)</i> Manager: PMU: MIG report submitted <i>(August 2015)</i> Manager: PMU: Report submitted <i>(September 2015)</i>		3	3	G	Manager: PMU: Report submitted <i>(October 2015)</i> Manager: PMU: MIG report submitted <i>(November 2015)</i> Manager: PMU: Report submitted <i>(December 2015)</i>		3	3	G	Manager: PMU: Mig report <i>(January 2016)</i> Manager: PMU: MIG Report submitted <i>(February 2016)</i> Manager: PMU: Report submitted <i>(March 2016)</i>		3	3	G	Manager: PMU: MIG Report submitted <i>(April 2016)</i> Manager: PMU: Report submitted <i>(May 2016)</i> Manager: PMU: MIG Report <i>(June 2016)</i>		12	12	G
TL3 4	Spend the total amount budgeted for Sewerage Capital Projects	% of Sewerage Capital Budget Spent	0.9	Financial Statements	100%	Carry Over	10%	56%	B	Manager: Civil Engineering Services : 56% including orders <i>(September 2015)</i>		20%	90.40%	B	Manager: Civil Engineering Services : 129% including orders <i>(December 2015)</i>		50%	68.80%	G2	Manager: Civil Engineering Services : 88.25% including orders <i>(March 2016)</i>		100%	100%	G	Manager: Civil Engineering Services : Capex report <i>(June 2016)</i>		100%	100%	G
TL3 5	Spend the total amount budgeted for the maintenance / rehabilitation /upgrading of existing roads	% of Budget spent on the maintenance / rehabilitation /upgrading of existing roads	0.9	Financial Statements	100%	Carry Over	0%	0%	N/A			0%	0%	N/A			0%	0%	N/A			100%	0%	R	Manager: Civil Engineering Services : No funding available <i>(June 2016)</i>	Manager: Civil Engineering Services : No funding available. Budgeted in 2016/17 <i>(June 2016)</i>	100%	0%	R
TL3 6	Spend the total amount budgeted for Water Capital Projects	% of Water Capital Budget Spent	0.9	Financial Statements	100%	Carry Over	10%	0%	R	Manager: Civil Engineering Services : 3.99% including orders <i>(September 2015)</i>	Manager: Civil Engineering Services : In process <i>(September 2015)</i>	20%	0.07%	R	Manager: Civil Engineering Services : 4.05% including orders <i>(December 2015)</i>	Manager: Civil Engineering Services : In process <i>(December 2015)</i>	50%	27.80%	R	Manager: Civil Engineering Services : 48.8% including orders <i>(March 2016)</i>	Manager: Civil Engineering Services : In progress <i>(March 2016)</i>	100%	91.50%	O	Manager: Civil Engineering Services : Capex report <i>(June 2016)</i>	Manager: Civil Engineering Services : All projects completed. Savings realised <i>(June 2016)</i>	100%	91.50%	O
TL3 7	Spend the total amount budgeted for Solid Waste Capital Projects	% of Cleansing Capital Budget Spent	0.9	Financial Statements	100%	Carry Over	10%	0%	R	Manager: Solid Waste Management : nothing spent of budget <i>(September 2015)</i>	Manager: Solid Waste Management : spending will increase once tender is awarded <i>(September 2015)</i>	20%	69%	B	Manager: Solid Waste Management : 69 % of capital budget spent <i>(December 2015)</i>		50%	100%	B	Manager: Solid Waste Management : 100% of capital budget spent <i>(March 2016)</i>		100%	100%	G	Manager: Solid Waste Management : 100 % of capital budget spent <i>(June 2016)</i>		100%	100%	G
TL3 8	Spend the total amount budgeted for Electrical Engineering	% of Electrical Engineering Capital Budget spent	0.9	Financial Statements	100%	Carry Over	10%	3.28%	R	Manager: Electrical Engineering Services: 5.17% including orders <i>(September 2015)</i>	Manager: Electrical Engineering Services: Awaiting	20%	8.10%	R	Manager: Electrical Engineering Services: 38.8% including orders <i>(December 2015)</i>	Manager: Electrical Engineering Services: Waiting for	50%	37.60%	O	Manager: Electrical Engineering Services: 52.3% including orders <i>(March 2016)</i>	Manager: Electrical Engineering Services: In process	100%	89.20%	O	Manager: Electrical Engineering Services: Capex report <i>(June 2016)</i>	Manager: Electrical Engineering Services: Savings realised <i>(June 2016)</i>	100%	89.20%	O

