

EXPENDITURE OF THE 2019 / 2020 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FIRST QUARTER (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)

Purpose of report

To submit a report to Council regarding the expenditure on the 2019 / 2020 budget for the first 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 was attached to the report and also transmitted per email **as part of the addendum for the MPAC Committee meeting of 12 November 2019.**

Recommendation / / Aanbeveling

That Council notes the contents of the report

Dat die Raad kennis neem van die inhoud van die verslag

This item served before the Municipal Public Accounts Committee (MPAC) on 12 November 2019
Die item het voor die Munisipale Openbare Rekeninge Komitee (MORK) gedien op 12 November 2019
Recommendation / Aanbeveling

That Council notes the contents of the report.

Dat die Raad kennis neem van die inhoud van die verslag.

This item served before the Executive Mayoral Committee on 27 November 2019
Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 27 November 2019
Aanbeveling / Recommendation

That Council notes the contents of the report.

Dat die Raad kennis neem van die inhoud van die verslag.

This item served before an Ordinary Meeting of Council on 04 December 2019
Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 04 Desember 2019
Eenparig Besluit / Unanimously Resolved

That Council notes the correction and amendmend to the KPI's of the First Quarter report and that the report be accepted.

Dat die Raad kennis neem van regstelling en die gekorrigeerde KPI's van die Eerste Kwartaalverslag en dat die verslag aanvaar word.

KEY PERFORMANCE INDICATORS TO BE AMENDED - THE TOP LAYER SDBIP (2019 / 2020) (DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT)

Purpose of the Report

To submit a report to Council to consider the amendment of KPI's to the 2019 / 2020 Top Layer SDBIP (Service Delivery Budget Implementation Plan).

Background

The adjustment budget will be compiled and submitted to Council on for consideration.

Legal Framework

Section 28 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) stipulates as follows:

Municipal adjustments budgets

- 28.** (1) A municipality may revise an approved annual budget through an adjustments budget.
- (2) An adjustments budget —
- (a) must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the budget year;
 - (b) may appropriate additional revenues that have become available, over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for;
 - (c) may, within a prescribed framework, authorise unforeseeable and unavoidable expenditure recommended by the mayor of the municipality;
 - (d) may authorise the utilisation of projected savings in one vote towards spending under another vote;
 - (e) may authorise the spending of funds that were unspent at the end of the financial year preceding the budget year, where the under-spending could not reasonably have been foreseen at the time when the annual budget for the budget year was approved by the council;
 - (f) may correct any errors in the annual budget; and
 - (g) may provide for any other expenditure within a prescribed framework.

S54 “Budgetary Control and early identification of financial problems”

On receipt of a statement or report submitted by the Accounting Officer of the municipality in terms of S71 and 72 the Mayor must: -

- (a) Consider the report;
- (b) Check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan;
- (c) **Consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;**
- (d) Issue any appropriate instructions to the accounting officer to ensure-
 - (i) That the budget is implemented in accordance with the service delivery and budget implementation plan; and
 - (ii) That spending of funds and revenue collection proceed in accordance with the budget;

Comments

The 2019 / 2020 TOP LAYER SDBIP was approved by the Executive Mayor on 07 June 2019. There are KPI's that must be amended and Council's approval is requested to change these KPI's in the TL SDBIP for 2019 / 2020.

The following KPI's must be amended:

Reason for the following recommended amendments: Targets and KPI wording was reviewed and targets compared to actual performance for the 2018/19 financial year.

KPI'S TARGETS TO BE AMENDED ON THE TLSDBIP:

KPI Ref.	Directorate	Sub directorate	KPI	Actual 2018/19	Current Annual Target	Recommended Target
TL55	Finance	Income Services	Number of residential properties which are billed for water or have pre-paid meters	14,142	14 000	14 500
TL56	Finance	Income Services	Number of residential properties which are billed for electricity or have pre-paid meters (Excluding Eskom areas)	15,201	15 000	15 500
TL57	Finance	Income Services	Number of residential properties which are billed for sanitation/sewerage	14,619	14 000	14 500
TL58	Finance	Income Services	Number of residential properties which are billed for refuse removal	14,664	14 000	14 500
TL59	Finance	Income Services	Number of indigent households receiving free basic water	6,665	5 000	6000
TL60	Finance	Income Services	Number of indigent households receiving free basic electricity	6,954	5 000	6800
TL61	Finance	Income Services	Number of indigent households receiving free basic sanitation services	6,828	5 000	6800
TL62	Finance	Income Services	Number of indigent households receiving free basic refuse removal services	6,836	5 000	6800
TL63	Finance	Budget Office	% of debt coverage	2.20%	60.00%	5.00%
TL68	Finance	Income Services	Achieve a debtor payment percentage of 98% as at 30 June 2020 ((Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue) x 100	93.46%	98.00%	95.00%
TL5	Strategy and Social Development	Local Economic Development	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2020	447	400	450
TL49	Corporate Services	Governance Support	Arranged and attend the monthly meetings of ward committees	102	120	110
TL14	Engineering	Solid Waste Collections	Recycle 1200 tons of domestic waste by 30 June 2020	1900.2	1 200	2000

1.

KPI Ref.	Directorate	Sub directorate	KPI
TL 14	Engineering	Solid Waste Collections	Recycle 1200 tons of domestic waste by 30 June 2020

To change to

KPI Ref.	Directorate	Sub directorate	KPI
TL 14	Engineering	Solid Waste Collections	Recycle 2000 tons of domestic waste by 30 June 2020

2.

KPI Ref.	Directorate	Sub directorate	KPI	Unit of Measurement	Target
TL 70	Community Services	Housing	Submit 200 completed signed offer to purchase contracts to the attorneys for registration of title deeds by 30 June 2020	Number of completed signed offer to purchase registered	200

To change to

KPI Ref.	Directorate	Sub directorate	KPI	Unit of Measurement	Target
TL 70	Community Services	Housing	Submit 150 completed signed offer to purchase contracts to the attorneys for registration of title deeds by 30 June 2020	Number of completed signed offer to purchase registered	150

3.

KPI Ref.	Directorate	Sub directorate	KPI
TL 73	Community Services	Community facilities	Replace Sand Filter System at Dirkie Uys Swimming Pool by 31 December 2019

To change to

KPI Ref.	Directorate	Sub directorate	KPI
TL 73	Community Services	Community facilities	Replace Sand Filter System at Dirkie Uys Swimming Pool by 30 June 2020

Recommendation / Aanbeveling

That Council approve the amendment to the KPI's on the Top level SDBIP's for 2019 / 2020, as reflected in the report.

This item served before an Ordinary Meeting of Council on 04 December 2019

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 04 Desember 2019

Enparig Besluit / Unanimously Resolved

That Council approve the amendment to the KPI's on the Top level SDBIP's for 2019 / 2020, as reflected in the report.

Langeberg Municipality
SDBIP 2019/20: Top Layer KPI Report

SO1: Facilitate integrated human settlements and improved living conditions of all households

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending September 2019						Overall Performance for Quarter ending September 2019 to Quarter ending September 2019		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Departmental KPI: POE Attachment	Target	Actual	R
TL70	Submit 150 completed signed offer to purchase contracts to the attorneys for registration of title deeds by 30 June 2020	Number of completed signed offer to purchase registered	Proof of submission to attorneys	40	25	R				40	25	R

Summary of Results: SO1: Facilitate integrated human settlements and improved living conditions of all households

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		1

SO2: Provide and maintain infrastructure to provide basic services to all citizens

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending September 2019						Overall Performance for Quarter ending September 2019 to Quarter ending September 2019		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Departmental KPI: POE Attachment	Target	Actual	R
TL13	Limit unaccounted electricity to less than 7.5% as at 30 June 2020 ((Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or	% unaccounted electricity captured in the report	Electricity losses report generated from an Excel database maintained for the calculation of the electricity losses	7.50%	3.49%	B				7.50%	3.49%	B
TL16	95% of water samples comply with SANS241 micro biological indicators ((Number of water samples that comply with SANS241 indicators/Number of water samples tested)x100)	% of water samples compliant	Monthly Lab results from AL Abbot	95.00%	100.00%	G2				95.00%	100.00%	G2
TL17	Spend 95% of the total amount budgeted for the replacement and repair of street lights by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	30.56%	G2				0.00%	30.56%	G2
TL19	Spend 95% of the total amount budgeted for new connections by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	65.69%	G2				0.00%	65.69%	G2
TL20	Spend 95% of the total amount budgeted for the electrification of Kenana by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	22.59%	G2				0.00%	22.59%	G2
TL21	Spend 95% of the total amount budgeted for the electrification of McGregor by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL24	Spend 95% of the total amount budgeted to replace safety and test equipment by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	5.92%	G2				0.00%	5.92%	G2
TL25	Spend 95% of the total amount budgeted for the upgrading of filters in Montagu WTW by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL26	Spend 95% of the total amount budgeted for the replacement of pre-paid meters by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	5.19%	G2				0.00%	5.19%	G2
TL28	Spend 95% of the total amount budgeted for the construction of paved roads to upgrade gravel roads by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A

TL29	Spend 95% of the total amount budgeted for the rehabilitation/upgrade of existing tar roads in Central Business District of all 5 towns by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL30	Spend 95% of the total amount budgeted to replace the 11Kv switchgear of Ashton Main Substation by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL31	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line in Stockwill by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	44.80%	G2				0.00%	44.80%	G2
TL32	Spend 95% of the total amount budgeted for the installation of the 11Kv switchgear in Brinks Substation by 30 June 2020 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL33	Spend 95% of the total amount budgeted to replace 11Kv Oil Insulated Switchgears by 30 June 2020 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0	0	N/A				0	0	N/A
TL34	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line to Poortjieskloof by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	24.68%	G2				0.00%	24.68%	G2
TL35	Spend 95% of the total amount budgeted to replace the 66Kv Switchgear (Goudmyn and Le Chasseur Substations) by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	2.70%	G2				0.00%	2.70%	G2
TL36	Spend 95% of the total amount budgeted to upgrade Bonnievale Main Substation by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL37	Spend 95% of the total amount budgeted to upgrade the 11Kv Cable Feeder from White Street Substation to Van Zyl Street Hospital Substation by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	2.11%	G2				0.00%	2.11%	G2
TL38	Spend 95% of the total amount budgeted to replace the 66Kv Transformers at Robertson Main Substation by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL39	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line at Goedemoed by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.77%	G2				0.00%	0.77%	G2

TL40	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line at Mc Gregor / Boesmansrivier by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL41	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line at Buitekantstraat in McGregor by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL42	Spend 95% of the total amount budgeted for the installation of basic services (water) for informal settlements by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL43	Spend 95% of the total amount budgeted for the installation of bulk services for housing projects by 30 June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL44	Spend 95% of the total amount budgeted for the upgrade of the public drop-off (McGregor) by 30 June 2020 ((Total actual expenditure for the projects/Total amount budgeted for the projects)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL45	Spend 95% of the total amount budgeted for the reconstruction of the Bonnievale Stores by 30 June 2020 ((Total actual expenditure for the projects/Total amount budgeted for the projects)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0	0	N/A				0	0	N/A
TL46	Spend 95% of the total amount budgeted for the upgrading of Muiskraalkop sewerage outflow by 30 June 2020 ((Total actual expenditure for the projects/Total amount budgeted for the projects)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0	0	N/A				0	0	N/A
TL47	Spend 95% of the total amount budgeted for the upgrade of the Ashton MRF by 30 June 2020 ((Total actual expenditure for the projects/Total amount budgeted for the projects)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0	0	N/A				0	0	N/A
TL55	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 2020	Number of residential properties which are billed for water or have pre paid meters	MUN837 report from the Promun financial system	14 500	14 179	O				14 500	14 179	O
TL56	Number of formal residential properties connected to the municipal electrical infrastructure network and which are billed for electricity or have pre paid meters as (Excluding Eskom areas) at 30 June 2020	Number of residential properties which are billed for electricity or have pre paid meters (Excluding Eskom areas)	MUN837 report from the Promun financial system	15 500	15 163	O				15 500	15 163	O
TL57	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 2020	Number of residential properties which are billed for sanitation/sewerage	MUN837 report from the Promun financial system	14 500	14 588	G2				14 500	14 588	G2
TL58	Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at 30 June 2020	Number of residential properties which are billed for refuse removal	MUN837 report from the Promun financial system	14 500	14 657	G2				14 500	14 657	G2

TL71	Upgrade the ablution facilities at Van Zyl Street Sports field by 30 June 2020	Ablution facilities at Van Zyl Street Sports field upgraded	Completion certificate	0	0	N/A			0	0	N/A
TL72	Upgrade the sports ground in McGregor by 30 June 2020	Facilities upgraded at McGregor Sports field constructed	Completion certificate	0	0	N/A			0	0	N/A
TL73	Replace Sand Filter System at Dirky Uys Swimming Pool by 30 June 2020	Sand Filter System at Dirky Uys Swimming Pool replaced	Completion certificate	0	0	N/A			0	0	N/A
TL74	Submit the Sport and Recreation Framework to Council by 30 June 2020	Sport and Recreation Framework submitted	Proof of submission	0	0	N/A			0	0	N/A

Summary of Results: SO2: Provide and maintain infrastructure to provide basic services to all citizens

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	21
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	2
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	13
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
	Total KPIs:		37

SO3: Promote an enabling environment for economic growth and decent employment

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending September 2019						Overall Performance for Quarter ending September 2019 to Quarter ending September 2019		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Departmental KPI: POE Attachment	Target	Actual	R
TL5	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2020	Number of job opportunities created through EPWP by 30 June 2020	Signed appointment contracts	50	201	B				50	201	B
TL10	Spend 95% of the total amount budgeted for the Neighbourhood development Partnership (Business Hub) by June 2020 ((Actual expenditure /approved budget allocation) x 100)	% of budget spent by 30 June 2020	Monthly section 71 reports submitted and annual financial statements	0.00%	0.00%	N/A				0.00%	0.00%	N/A

Summary of Results: SO3: Promote an enabling environment for economic growth and decent employment

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	1
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
	Total KPIs:		2

SO4: A responsive and accountable administration

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending September 2019						Overall Performance for Quarter ending September 2019 to Quarter ending September 2019		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Departmental KPI: POE Attachment	Target	Actual	R
TL1	Conduct two (2) formal evaluations of directors in terms of their signed	Number of formal evaluations conducted	Evaluation report and signed scoring sheets	0	0	N/A				0	0	N/A
TL2	The percentage of the municipal capital budget spent on projects as at 30 June 2020 ((Actual amount spent on capital projects excluding orders/Total amount budgeted for capital projects)x100)	% of capital budget spent	Monthly section 71 reports submitted and annual financial statements	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL3	Develop an Audit Action Plan from the final management report issued by the AG and submit to the Municipal Manager (MM) and Audit Committee (AC) for approval by 31 January 2020	Approved Audit Action Plan submitted to the MM and AC for approval by 31 January 2020	Approved Audit Action Plan by MM and AC, minutes of the meeting of AC	0	0	N/A				0	0	N/A
TL4	Develop a Risk Based Audit Plan and submit to the MM and AC by 30 June 2020	Risk Based Audit Plan developed and submitted to MM and AC by 30 June 2020	Submission of the Risk Based Audit Plan to MM and Minutes of AC meeting during which risk based audit plan was discussed	0	0	N/A				0	0	N/A
TL6	Submit the final reviewed IDP to Council by 31 May 2020	Final IDP submitted to Council by 31 May 2020	Minutes of council meeting during which reviewed IDP was discussed	0	0	N/A				0	0	N/A
TL7	Submit the Mid-Year Performance Report in terms of Sect 72 of the MFMA to Council by 31 January 2020	Mid-Year Performance Report submitted to Council by 31 January 2020	Report and minutes of Council meetings during which the report was discussed	0	0	N/A				0	0	N/A
TL8	Submit the draft Annual Report to Council by 31 January 2020	Draft Annual Report submitted to Council by 31 January 2020	Draft Annual Report document and Minutes of council meeting during which report was discussed	0	0	N/A				0	0	N/A
TL9	Submit the Oversight Report on the Annual Report to Council by 31 March 2020	Oversight Report on the Annual Report submitted to Council by 31 March 2020	Oversight Report document and Minutes of council meeting during which report was discussed	0	0	N/A				0	0	N/A
TL11	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 for approval within 14 days after the annual budget has been approved	Acknowledgement of receipt from the Mayor and approved Top layer SDBIP	0	0	N/A				0	0	N/A
TL12	Spend 95% of the total amount budgeted to upgrade ICT Infrastructure by June 2020 ((Actual expenditure / by approved budget allocation) x 100)	% of budget spent by 30 June 2020	Monthly section 71 reports submitted and annual financial statements	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL14	Recycle 2000 tons of domestic waste by 30 June 2020	Number of tons of domestic waste recycled	Weighbridge Report	500	611.81	G2				500	611.81	G2
TL18	Limit unaccounted water to less than 15% as at 30 June 2020 ((Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold (incl free basic water) / Number of Kiloliters Water Purchased or	% unaccounted water captured in the report	Water Losses Excel database maintained by the Manager: Civil Engineering Services	15.00%	15.46%	R		Method of calculation to be discussed with developers		15.00%	15.46%	R
TL22	Complete the review of the SDF and submit to Council for approval by 31 May 2020	SDF submitted to Council	Approved SDF and Agenda of the Council meeting during which SDF was discussed	0	0	N/A				0	0	N/A
TL48	Percentage of municipality's personnel budget actually spent on implementing its workplace skills plan measured as at 30 June 2020 ((Total Actual Training Expenditure/ Total Personnel Budget)x100)	% of municipality's personnel budget actually spent on implementing its workplace skills plan	PROMUN financial system Annual Budget Variance report(Refer to Promun skills levy vote number)	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL49	Arranged and attend the monthly meetings of ward committees	Number of monthly ward committee meetings held	Minutes of Ward Committee meetings	36	36	G				36	36	G
TL50	Spend 95% of the total amount budgeted for the upgrade and alteration of the municipal offices by 30 June 2020 ((Actual expenditure / Approved budget	% of budget spent	Report from the Promun financial system	0.00%	0.00%	N/A				0.00%	0.00%	N/A

TL51	Spend 95% of the total amount budgeted for the purchase of office furniture & office equipment by 30 June 2020 {(Actual expenditure / Approved budget allocation)x100}	% of budget spent	Report from the Promun financial system	0.00%	5.91%	G2				0.00%	5.91%	G2
TL52	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	0	0	N/A				0	0	N/A
TL53	Report monthly to the Municipal Manager on all property contracts	Number of reports submitted to the Municipal Manager	Proof of submission to the MM	3	3	G				3	3	G
TL54	Spend 95% of the amount budgeted for the purchase of a Prolazer 4 Speed Camera by 30 June 2020 {(Actual expenditure / Approved budget allocation)x100}	% of the budget spent	Report from the Promun financial system	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL69	Review the Disaster Management Plan and submit the draft for assessment to the District Municipality by 31 March 2020	Plan reviewed and submitted	Proof of submission to the District	0	0	N/A				0	0	N/A
TL75	Submit the Sport Policy to Council by 30 June 2020	Sport Policy submitted	Proof of submission	0	0	N/A				0	0	N/A
TL76	Submit the Land Invasion Policy to Council by 30 June 2020	Land Invasion Policy submitted	Proof of submission	0	0	N/A				0	0	N/A

Summary of Results: SO4: A responsive and accountable administration

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	18
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	2
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	2
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		23

S05: Adherence to all laws and regulations applicable to LG

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending September 2019						Overall Performance for Quarter ending September 2019 to Quarter ending September 2019		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Departmental KPI: POE Attachment	Target	Actual	R
TL15	Spend 95% of the total amount budgeted for the replacement and repair on the electricity network by June 2020 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Monthly CAPEX report received from the Finance Department	0.00%	55.74%	G2				0.00%	55.74%	G2
TL23	80% of effluent samples comply with permit values ((Number of effluent samples that comply with permit values/Number of effluent samples tested)x100)	% of effluent samples compliant	Lab results from AL Abbot	80.00%	84.26%	G2				80.00%	84.26%	G2
TL59	Provide free basic water to indigent households as at 30 June 2020	Number of indigent households receiving free basic water	Mun837 report from the Promun financial system	6 000	6 632	G2				6 000	6 632	G2
TL60	Provide free basic electricity to indigent households as at 30 June 2020	Number of indigent households receiving free basic electricity	Mun837 report from the Promun financial system	6 800	6 791	O				6 800	6 791	O
TL61	Provide free basic sanitation to indigent households as at 30 June 2020	Number of indigent households receiving free basic sanitation services	Mun837 report from the Promun financial system	6 800	6 648	O				6 800	6 648	O
TL62	Provide free basic refuse removal to indigent households as at 30 June 2020	Number of indigent households receiving free basic refuse removal services	Mun837 report from the Promun financial system	6 800	6 713	O				6 800	6 713	O
TL63	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2020 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / (Total Operating Revenue	% of debt coverage	Annual financial statements	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL64	Financial viability measured in terms of the outstanding service debtors as at 30 June 2020 (Total outstanding service debtors/ revenue received for services)	% of outstanding service debtors	Annual financial statements	0.00%	0.00%	N/A				0.00%	0.00%	N/A
TL65	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2020 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational	Number of months it takes to cover fix operating expenditure with available cash	Annual financial statements	0	3	G2				0	3	G2
TL66	Submit the final annual budget to Council by 31 May 2020	Final budget submitted to Council	Minutes of council meeting during which the Budget was submitted for approval	0	0	N/A				0	0	N/A
TL67	Submit monthly reports in terms of Section 71 of the MFMA to Council	Number of reports submitted to Council	Minutes of council meeting during which report was discussed	3	3	G				3	3	G
TL68	Achieve a debtor payment percentage of 98% as at 30 June 2020 ((Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue) x 100	Payment % achieved	Annual financial statements	70.00%	84.00%	G2				70.00%	84.00%	G2

Summary of Results: S05: Adherence to all laws and regulations applicable to LG

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	3
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	3
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	5
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
Total KPIs:			12

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	43
R	KPI Not Met	0% <= Actual/Target <= 74.999%	3
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	5
G	KPI Met	Actual meets Target (Actual/Target = 100%)	2
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	20
B	KPI Extremely Well Met	150.000% <= Actual/Target	2
	Total KPIs:		75

Report generated on 10 December 2019 at 08:14.