

## **KEY PERFORMANCE INDICATORS TO BE AMENDED – TOP LEVEL SDBIP (2021 / 2022) (DIRECTOR: STRATEGY & SOCIAL DEVELOPMENT)**

### **Purpose of the Report**

To submit a report to Council to consider the amendment of KPIs to the 2021 / 2022 Top Level 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 2021/22 TOP LAYER SDBIP was approved by the Executive Mayor on 01 June 2021.

There are few KPI's that needs to be amended and Council's approval is requested to amend the following KPI's in the TL SDBIP for 2021 / 2022.

### KPI to be amended on the TLSDBIP:

#### 1. From

KPI Ref	Directorate	Sub directorate	KPI	Unit of Measurement
TL8	Corporate services	Human resource	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

#### To

KPI Ref	Directorate	Sub directorate	KPI	Unit of Measurement	Reason for amendment
TL8	Corporate services	Human resource	Number of people from the EE target groups employed <b>by 30 June 2022</b> 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 <b>by 30 June 2022</b>	The KPI was not time bound and will not pass the criteria for usefulness

#### 2. From

KPI Ref	Directorate	Sub directorate	KPI	Unit of Measurement
TL14	Engineering services	Civil engineering	95% of water samples comply with SANS241 micro biological indicators {(Number of water samples that comply with SANS241 indicators/Number of water samples tested) x 100}	% of effluent samples compliant

#### To

KPI Ref	Directorate	Sub directorate	KPI	Unit of Measurement	Reason for amendment
TL14	Engineering services	Civil engineering	<b>Achieve</b> 95% of water samples comply with SANS241 micro biological indicators <b>on a monthly basis</b> {(Number of water samples that comply	% of effluent samples compliant	The KPI was not time bound and will not pass the criteria for usefulness

KPI Ref	Directorate	Sub directorate	KPI	Unit of Measurement	Reason for amendment
			with SANS241 indicators/Number of water samples tested) x 100}		

### 3. From

KPI Ref	Directorate	Sub directorate	KPI	Unit of Measurement
TL18	Engineering services	Civil engineering	80% of effluent samples comply with permit values {(Number of effluent samples that comply with permit values/Number of effluent samples tested) x 100}	% of effluent samples compliant

### To

KPI Ref	Directorate	Sub directorate	KPI	Unit of Measurement	Reason for amendment
TL18	Engineering services	Civil engineering	<b>Achieve</b> 80% of effluent samples comply with permit values <b>on a monthly basis</b> {(Number of effluent samples that comply with permit values/Number of effluent samples tested) x 100}	% of effluent samples compliant	The KPI was not time bound and will not pass the criteria for usefulness

### 4. From

KPI Ref	Directorate	Sub directorate	KPI	Unit of Measurement
TL51	Strategy and Social Services	IDP	Obtain inputs for the IDP and budget process from all wards	Proof of inputs received

### To

KPI Ref	Directorate	Sub directorate	KPI	Unit of Measurement	Reason for amendment
TL18	Strategy and Social Services	IDP	Obtain inputs for the IDP and budget process from all wards <b>by 30 April 2022</b>	Proof of inputs received	The KPI was not time bound and will not pass the criteria for usefulness

### Recommendation

That Council note the amended KPI's as reflected in the report, to the Top Level SDBIP's for 2021/2022.

**This item served before the Strategy & Social Development Portfolio Committee on 06 April 2022.**  
**Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 06 April 2022**  
**Aanbeveling / Recommendation**

That Council note the amended KPI's as reflected in the report, to the Top Level SDBIP's for 2021/2022.

**This item served before the Executive Mayoral Committee on 19 April 2022**  
**Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 19 April 2022**  
**Aanbeveling / Recommendation**

That Council note the amended KPI's as reflected in the report, to the Top Level SDBIP's for 2021/2022.

**This item served before an Ordinary Meeting of Council on 25 April 2022**  
**Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 25 April 2022**  
**Eenparig Besluit / Unanimously Resolved**

That Council note the amended KPI's as reflected in the report, to the Top Level SDBIP's for 2021/2022.

**Langeberg Municipality**  
**2021/22: Top Layer KPI Report**

KPI Ref	Responsible Directorate	Strategic Objective	KPI	Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual figure
										Target	Target	Target	Target	Target
TL1	Vote 6 - Community Services	SO4: An efficient, effective, responsive and accountable administration	Review the Disaster Management Plan and submit for assessment to the District by 31 March 2022	Plan reviewed and submitted	Director: Community Services	1	Submission to the District and Agenda of the Council meeting during which report was discussed	Carry Over	Number	0	0	1	0	1
TL2	Vote 6 - Community Services	SO1: Housing: Effective approach to integrated human settlements and improved living conditions of all households	Submit quarterly reports on the progress with the implementation of the housing delivery plan to the Portfolio committee	Number of reports submitted	Director: Community Services	12	Proof of submission of the report	Accumulative	Number	1	1	1	1	4
TL3	Vote 6 - Community Services	SO1: Housing: Effective approach to integrated human settlements and improved living conditions of all households	Submit 50 completed signed offer to purchase contracts to the attorneys for registration of title deeds by 30 June 2022	Number of completed signed offer to purchase contracts registered	Director: Community Services	150	Number of completed signed offer to purchase contracts registered	Accumulative	Number	10	10	10	20	50
TL4	Vote 6 - Community Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the replacement of hall roofs, upgrade of the sport facilities, fire station and construction of netball courts by 30 June 2022 {(Total actual expenditure for the project/Total amount budgeted for the project) x	% of budget spent	Director: Community Services	0.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL5	Vote 6 - Community Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the development of Ashton silo's cemetery expansion by 30 June 2022 {(Total actual expenditure for the project/Total amount budgeted for the project) x 100}	% of budget spent	Director: Community Services	0.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	0.00%	45.00%	95.00%	95.00%
TL6	Vote 4 - Corporate Services	SO4: An efficient, effective, responsive and accountable administration	Percentage of municipality's personnel budget actually spent on implementing its workplace skills plan measured as at 30 June 2022 {(Total Actual Training Expenditure/Total Personnel Budget)x100	% of municipality's personnel budget actually spent on implementing its workplace skills plan	Director: Corporate Services	1.00%	PROMUN financial system Annual Budget Variance report (Refer to Promun skills levy vote number)	Last Value	Percentage	0.00%	0.00%	0.00%	1.00%	1.00%
TL7	Vote 4 - Corporate Services	SO6: Effective stakeholder engagements to promote civic education	Arrange and attend the monthly meetings of ward committees	Number of monthly ward committee meetings held	Director: Corporate Services	120	Minutes of Ward Committee meetings	Accumulative	Number	0	0	12	36	48
TL8	Vote 4 - Corporate Services	SO4: An efficient, effective, responsive and accountable administration	Number of people from the EE target groups employed by 30 June 2022 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 by 30 June 2022	Director: Corporate Services	1	Appointment letter and approval dates for the filling of the vacancy	Accumulative	Number	0	0	0	1	1
TL9	Vote 4 - Corporate Services	SO4: An efficient, effective, responsive and accountable administration	Review the macro organisational structure and submit to the Mayor and the MM for approval by 30 June 2022	Micro organisational structure reviewed and submitted for approval	Director: Corporate Services	1	Complete signed off structure sheets	Last Value	Number	0	0	0	1	1
TL10	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the upgrade of Roads and Stormwater in Robertson by 30 June 2022 {(Actual expenditure / Approved budget allocation) x 100}	% of budget spent	Director: Engineering Services	95.00%	Monthly section 71 reports submitted and annual financial statements	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL11	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the upgrade of the bus route in August Street, Nkqubela by June 2022 {(Actual expenditure / Approved budget allocation) x 100}	% of budget spent	Director: Engineering Services	0.00%	Monthly section 71 reports submitted and annual financial statements	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL12	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Limit unaccounted electricity to less than 7.5% as at 30 June 2022 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) x 100}	% unaccounted electricity captured in the report	Director: Engineering Services	7.50%	Electricity losses report generated from an Excel database maintained for the calculation of the electricity losses	Reverse Stand-Alone	Percentage	7.50%	7.50%	7.50%	7.50%	7.50%

TL13	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the replacement and repair of electricity network, street lights, prepaid meters, safety and test equipment and new connections by 30 June 2022 {(Total actual expenditure for the project / Approved budget alloca	% of budget spent	Director: Engineering Services	90.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL14	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Achieve 95% of water samples comply with SANS241 micro biological indicators on a monthly basis {(Number of water samples that comply with SANS241 indicators/Number of water samples tested) x 100}	% of water samples compliant	Director: Engineering Services	95.00%	Monthly Lab results	Last Value	Percentage	95.00%	95.00%	95.00%	95.00%	95.00%
TL15	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Limit unaccounted water to less than 15% as at 30 June 2022 {(Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold (incl free basic water) / Number of Kiloliters Water Purchased or Purified) x 100}	% unaccounted water captured in the report	Director: Engineering Services	15.00%	Water Losses Excel database maintained by the Manager: Civil Engineering Services	Reverse Last Value	Percentage	15.00%	15.00%	15.00%	15.00%	15.00%
TL16	Vote 5 - Engineering Services	SO1: Housing: Effective approach to integrated human settlements and improved living conditions of all households	Spend 95% of the total amount budgeted for the electrification of housing projects and electrification of kenana by 30 June 2022 {(Total actual expenditure for the project/Total amount budgeted for the project) x 100}	% of budget spent	Director: Engineering Services	0.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL17	Vote 5 - Engineering Services	SO4: An efficient, effective, responsive and accountable administration	Complete the SDF and submit to Council for approval by 31 March 2022	Number of reviewed SDF's submitted to council	Director: Engineering Services	0	Approved SDF and Agenda of the Council meeting during which SDF was discussed	Last Value	Number	0	0	1	0	1
TL18	Vote 5 - Engineering Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	Achieve 80% of effluent samples comply with permit values on a monthly basis {(Number of effluent samples that comply with permit values/Number of effluent samples tested) x 100}	% of effluent samples compliant	Director: Engineering Services	75.00%	Monthly Lab results	Stand-Alone	Percentage	80.00%	80.00%	80.00%	80.00%	80.00%
TL19	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Develop an Integrated Waste Management Plan and submit to Council for approval by 31 March 2022	IWMP developed and submitted to Council for approval	Director: Engineering Services	1	IWMP and Agenda of the Council meeting during which the IWMP was discussed	Last Value	Number	0	0	1	0	1
TL20	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the upgrade of filters in Montagu WTW by 30 June 2022 {(Total actual expenditure for the project/Total amount budgeted for the project) x 100}	% of budget spent	Director: Engineering Services	95.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL21	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the replacement of 11Kv Oil Insulated Switchgear by 30 June 2022 {(Total actual expenditure for the project/Total amount budgeted for the project) x 100}	% of budget spent	Director: Engineering Services	0.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL22	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the material recovery facility by 30 June 2022 {(Total actual expenditure for the project/Total amount budgeted for the project) x 100}	% of budget spent	Director: Engineering Services	0.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	0.00%	0.00%	95.00%	95.00%
TL23	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the installation new pipeline reservoir at Robertson Heights by 30 June 2022 {(Total actual expenditure for the project/Total amount budgeted for the project) x 100}	% of budget spent	Director: Engineering Services	0.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL24	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted for the upgrade of pumpstation waterworks in Robertson by 30 June 2022 {(Total actual expenditure for the project/Total amount budgeted for the project) x 100}	% of budget spent	Director: Engineering Services	0.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%

TL25	Vote 5 - Engineering Services	SO2: Basic Service Delivery: Maintain infrastructure to provide basic services to all citizens	Spend 95% of the total amount budgeted to replace 66Kv Transformers at Robertson Main Substation by 30 June 2022 {(Total actual expenditure for the project/Total amount budgeted for the project) x 100}	% of budget spent	Director: Engineering Services	95.00%	Monthly CAPEX report received from the Finance Department	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL26	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	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 2022	Number of residential properties which are billed for water or have pre paid meters	Director: Finance	15 000	MUN837 report from the Promun financial system	Last Value	Number	14 500	14 500	14 500	14 500	14 500
TL27	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	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 2022	Number of residential properties which are billed for electricity or have pre paid meters (Excluding Eskom areas)	Director: Finance	19 000	MUN837 report from the Promun financial system	Last Value	Number	16 800	16 800	16 800	16 800	16 800
TL28	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	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 2022	Number of residential properties which are billed for sanitation/sewerage	Director: Finance	15 000	MUN837 report from the Promun financial system	Last Value	Number	14 500	14 500	14 500	14 500	14 500
TL29	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at 30 June 2022	Number of residential properties which are billed for refuse removal	Director: Finance	15 000	MUN837 report from the Promun financial system	Last Value	Number	14 500	14 500	14 500	14 500	14 500
TL30	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	Provide free basic water to indigent households as at 30 June 2022	Number of indigent households receiving free basic water	Director: Finance	7 000	Mun837 report from the Promun financial system	Reverse Last Value	Number	7 000	7 000	7 000	7 000	7 000
TL31	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	Provide free basic electricity to indigent households as at 30 June 2022	Number of indigent households receiving free basic electricity	Director: Finance	7 000	Mun837 report from the Promun financial system	Reverse Last Value	Number	7 000	7 000	7 000	7 000	7 000
TL32	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	Provide free basic sanitation to indigent households as at 30 June 2022	Number of indigent households receiving free basic sanitation services	Director: Finance	7 000	Mun837 report from the Promun financial system	Reverse Last Value	Number	7 000	7 000	7 000	7 000	7 000
TL33	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	Provide free basic refuse removal to indigent households as at 30 June 2022	Number of indigent households receiving free basic refuse removal services	Director: Finance	7 000	Mun837 report from the Promun financial system	Reverse Last Value	Number	7 000	7 000	7 000	7 000	7 000
TL34	Vote 1 - Financial Services	SO4: An efficient, effective, responsive and accountable administration	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2022 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / (Total Operating Revenue - Operating Conditional Grant)	% of debt coverage	Director: Finance	45.00%	Annual financial statements	Reverse Last Value	Percentage	0.00%	0.00%	0.00%	25.00%	25.00%
TL35	Vote 1 - Financial Services	SO4: An efficient, effective, responsive and accountable administration	Financial viability measured in terms of the outstanding service debtors as at 30 June 2022 (Total outstanding service debtors, including property rates/revenue received for services, including property rates and rental from fixed assets)x 100)	% of outstanding service debtors	Director: Finance	12.00%	Annual financial statements	Last Value	Percentage	0.00%	0.00%	0.00%	12.00%	12.00%
TL36	Vote 1 - Financial Services	SO4: An efficient, effective, responsive and accountable administration	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2022 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Number of months operational expenditure covered by available cash	Director: Finance	2	Annual financial statements	Last Value	Number	2.20	2.20	2.20	2.20	2.20
TL37	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	Submit the final annual budget to Council by 31 May 2022	Final budget submitted to Council	Director: Finance	1	Minutes of council meeting during which the Budget was submitted for approval	Carry Over	Number	0	0	0	1	1
TL38	Vote 1 - Financial Services	SO5: Sound Financial Management: Adherence to all laws and regulations applicable to LG	Submit monthly reports in terms of Section 71 of the MFMA to Council	Number of reports submitted to Council	Director: Finance	12	Minutes of council meeting during which report was discussed	Accumulative	Number	3	3	3	3	12

TL39	Vote 1 - Financial Services	SO4: An efficient, effective, responsive and accountable administration	Achieve a debtor payment percentage of 95% as at 30 June 2022 {(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue} x 100}	Payment % achieved	Director: Finance	95.00%	Annual financial statements	Last Value	Percentage	35.00%	80.00%	85.00%	95.00%	95.00%
TL40	Vote 2 - Executive & Council	SO4: An efficient, effective, responsive and accountable administration	Conduct two (2) formal evaluations of directors in terms of their signed agreements	Number of formal evaluations conducted	Municipal Manager	2	Evaluation report and signed scoring sheets	Accumulative	Number	0	1	1	0	2
TL41	Vote 2 - Executive & Council	SO4: An efficient, effective, responsive and accountable administration	The percentage of the municipal capital budget spent on projects as at 30 June 2022 {(Actual amount spent on capital projects excluding orders/Total amount budgeted for capital projects) x 100}	% of capital budget spent	Municipal Manager	90.00%	Monthly section 71 reports submitted and annual financial statements	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL42	Vote 2 - Executive & Council	SO4: An efficient, effective, responsive and accountable administration	Develop an Audit Action Plan by 31 January 2022 from the final management report issued by the AG and submit to the MM and Audit Committee for approval	Approved Audit Action Plan	Municipal Manager	1	Approved Audit Action Plan by MM and AC, minutes of the meeting of AC	Last Value	Number	0	0	1	0	1
TL43	Vote 2 - Executive & Council	SO4: An efficient, effective, responsive and accountable administration	Develop a Risk Based Audit Plan and submit to the MM and Audit Committee by 30 June 2022	Risk Based Audit Plan developed and submitted to the MM and Audit Committee	Municipal Manager	1	Submission of the Risk Based Audit Plan to MM and Minutes of Audit Committee meeting during which risk based audit plan was discussed	Last Value	Number	0	0	0	1	1
TL44	Vote 3 - Strategy & Social Development	SO3: Local Economic Development: Create an enabling environment for economic growth and decent employment	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2022	Number of job opportunities created through EPWP	Director: Strategy & Social Development	400	Signed appointment contracts	Accumulative	Number	150	50	150	50	400
TL45	Vote 3 - Strategy & Social Development	SO4: An efficient, effective, responsive and accountable administration	Review IDP and submit to Council for consideration by 31 March 2022	Draft IDP and consideration by Council	Director: Strategy & Social Development	1	Minutes of council meeting during which IDP was discussed	Carry Over	Number	0	0	1	0	1
TL46	Vote 3 - Strategy & Social Development	SO4: An efficient, effective, responsive and accountable administration	Submit the Mid-Year Performance Report in terms of Section 72 of the MFMA to Council by 31 January 2022	Number of reports submitted to Council	Director: Strategy & Social Development	1	Report and minutes of Council meetings during which the report was discussed	Carry Over	Number	0	0	1	0	1
TL47	Vote 3 - Strategy & Social Development	SO4: An efficient, effective, responsive and accountable administration	Submit the draft Annual Report to Council by 31 January 2022	Number of reports submitted to Council	Director: Strategy & Social Development	1	Draft Annual Report document and Minutes of council meeting during which report was discussed	Carry Over	Number	0	0	1	0	1
TL48	Vote 3 - Strategy & Social Development	SO4: An efficient, effective, responsive and accountable administration	Submit the Oversight Report on the Annual Report to Council by 31 March 2022	Number of reports submitted to Council	Director: Strategy & Social Development	1	Oversight Report document and Minutes of council meeting during which report was discussed	Carry Over	Number	0	0	1	0	1
TL49	Vote 3 - Strategy & Social Development	SO4: An efficient, effective, responsive and accountable administration	Spend 95% of the total amount budgeted to upgrade ICT infrastructure and General ICT needs by 30 June 2022 {(Actual expenditure/ Approved budget allocation) x 100}	% of budget spent	Director: Strategy & Social Development	95.00%	Monthly section 71 reports submitted and annual financial statements	Last Value	Percentage	0.00%	20.00%	60.00%	95.00%	95.00%
TL50	Vote 3 - Strategy & Social Development	SO4: An efficient, effective, responsive and accountable administration	Submit the Top Layer SDBIP to the Mayor for approval within 14 days after the annual budget has been approved	Number of Approved Top Layer SDBIP's submitted to the Mayor within 14 days after the annual budget has been approved	Director: Strategy & Social Development	1	Acknowledgement of receipt from the Mayor and approved Top layer SDBIP	Carry Over	Number	0	0	0	1	1
TL51	Vote 3 - Strategy & Social Development	SO6: Effective stakeholder engagements to promote civic education	Obtain inputs for the IDP and budget process from all wards by 30 April 2022	Proof of inputs received	Director: Strategy & Social Development	4	Proof of inputs received via different sources	Accumulative	Number	0	12	0	12	24