<u>Langeberg Municipality</u> SDBIP 2013/2014: Top Layer SDBIP Report

Ref	Directorate	Provincial Strategic Outcome	Ref GFS Classification	National Outcome	National KPA	Pre-determined Objectives	NDP Objectives	Strategic Objective	Municipal KPA	КРІ	Unit of Measurement	Wards	Area	KPI Owner	Baseline	Source of Evidence	Reporting Annua Category Targe		KPI Calculation			get Target
TL5	Municipal Manager	Building the best-runregional government in the world	Executive and council	A responsive and accountable effective and efficient local government system	Participation	1 0	Developing a capable and Development State	Good governance	Not Available	Ensuring the formal evaluation of directors in terms of their signed agreements	No of formal evaluations completed	All	All	Municipal Manager	2	Evaluation report and signed scoring sheets	Internal	2 2	Accumulative	1	0	1 0
TL6	Municipal Manager	Building the best-runregional government in the world	Executive and council	A responsive and accountable effective and efficient local government system	Participation		Developing a capable and Development State	Good governance	Not Available	Review of the system of delegations	Submit report to Council for the adoption of the system of delegation		All			Minutes of council meeting during which the system of delegation was adopted	Internal	1 1	Carry Over	0	0	1 0
TL7	Municipal Manager	Building the best-runregional government in the world	Executive and council	A responsive and accountable effective and efficient local government system	Report of the Participation Participation		Developing a capable and Development State	Good governance	Not Available	Oversee the compilation of he IDP and the submission to Council for approval	IDP submitted to Council	All	All	Municipal Manager	1	Minutes of council meeting during which reviewed IDP was discussed	Internal	1 1	Carry Over	0	0	0 1
TL8	Municipal Manager	Building the best-runregional government in the world	Executive and council	A responsive and accountable effective and efficient local government system	Participation	lic Enhancing good management ,strategic support	Developing a capable and Development State	Good governance	Not Available	Oversee the compilation of the annual budget to Council for approval	Budget submitted to council for approval	All	All	Municipal Manager	1	Minutes of council meeting during which the Budget was submitted for approval	Internal	1 1	Carry Over	0	0	0 1
TL9	Municipal Manager	Building the best-runregional government in the world	Executive and council	A responsive and accountable effective and efficient local government system	Participation	ic Enhancing good management ,strategic support	Developing a capable and Development State	Good governance	Not Available	Oversee the submission of monthly Sect 71 of the MFMA	No of Sect 71 reports submitted	All	All	Municipal Manager	12	Sect 71 reports submitted	Internal	12 12	Accumulative	3	3	3 3
TL10	Municipal Manager	Building the best-runregional government in the world	Executive and council	A responsive and accountable effective and efficient local government system	, Good Governance and Pub Participation		Developing a capable and Development State	Good governance	Not Available	Oversee the submission of the Mid-Year Performance Report in terms of Sect 72 of the MFMA to Council		All	All	Municipal Manager	1	Report and minutes of Council meetings during which the report was discussed	Internal	1 1	Carry Over	0	0	1 0
TL11	Municipal Manager	Building the best-runregional government in the world	Executive and council	A responsive and accountable effective and efficient local government system	, Good Governance and Pub Participation	ic Enhancing good management ,strategic support	Developing a capable and Development State	Good governance	Not Available	Oversee the submission of the Annual and Oversight Report to Council		All	All	Municipal Manager	1	Minutes of council meeting during which report was discussed	Internal	1 1	Carry Over	0	0	1 0
TL12	Municipal Manager	Building the best-runregional government in the world	Executive and council	A responsive and accountable effective and efficient local government system	, Good Governance and Pub Participation		Developing a capable and Development State	Good governance	Not Available	Submit the Top Layer SDBIP to the Mayor for approval to approve the KPI's and targets to ensure the implementation o the municipal budget	Top Layer SDBIP submitted to the Mayor	All	All	Municipal Manager	1	Submitted Top Layer SDBIP	Internal	1 1	Carry Over	0	0	0 1
TL13	Municipal Manager	Building the best-runregional government in the world	Executive and council	A responsive and accountable effective and efficient local government system	e, Good Governance and Public Participation	ic Enhancing good management ,strategic support	Developing a capable and Development State	Good governance	Not Available	Develop and update an Audit Action Plan	Management Action Plan	All	All			Progress report submitted to AG and Province	Internal	1 1	Carry Over	0	0	1 0
TL92	Municipal Manager	Building the best-runregional government in the world	Budget and treasury office	A development-orientated public service and inclusive citizenship	Municipal Financial Viability and Management	revenue, expenditure and finance	Fighting Corruption	Sound Financial Management	Not Available	capital projects as identified in the IDP	95% of Capital Budget spent	All		Municipal Manager		Financial Statements			Carry Over			95%
1L14	Strategic & Social Development	Increasing safety	98 Other	effective and efficient local government system	Institutional Development	To manage the municipality to effectively deliver services		Development and Corporate governance	Not Available	50% of the IT Disaster Recovery Site developed by 30 June 2014	IT Disaster Recovery Site	All	1	& Development	2013/2014	IT Disaster Recovery Site			Carry Over	0%	0%	0% 50%
TL15	Strategic & Social Development Strategic & Social	growth and jobs	110 Community and social services115 Community and social	A better South Africa, a better Africa and world A skilled and capable	Local Economic Development Local Economic	To promote economic development within the municipal area To provide a compliant solid	Economy and Development Improving Education, training	Growth and economic development Provision of a clean	Not Available Not Available	Develop a LED Strategy by 31 March 2014 Implementation of expanded	LED Strategy approved Number of temporary job	All	All	Director: Strategy & Development Director: Strategy		Minutes of Council Meeting where Strategy has been approved Names & ID's of temporary			Carry Over Accumulative	60	50	50 60
	Development	Integrating service delivery for	services 128 Corporate services	workforce to support inclusive growth Decent employment through		waste service and upgrade and maintain existing infrastructure To manage the municipality		environment Good governance	Not Available	public works programme Implement an individual	opportunities created Implementation up to	All		& Development Director: Strategy		workers Number of plans signed	Internal		Accumulative	0	30	0 0
	Strategic & Social Development	maximum impact	·	inclusive economic growth	Institutional Development	to effectively deliver services				performance management system up to supervisor level	Superintendent level	All		& Development						0	30	0 0
TL24	Strategic & Social Development	Increasing safety	252 Public safety	All people in south Africa protected and feel safe	Good Governance and Publ Participation	disaster crisis	Building Safer Communities	Provision of a clean environment	Not Available	Annual review and submission of the Disaster Management Plan for assessment by the District by end May	Plan reviewed	All	1	Director: Strategy & Development	1	Minutes of meeting where Plan was submitted	Internal	1 1	Carry Over		U	0 1
TL30	Corporate Services	Improving education outcomes	197 Corporate services	Improve the quality of basic education	Municipal Transformation ar Institutional Development	To improve the functioning of the workforce of the organisation	Improving Education, training and innovation	Institutional Development and Corporate governance	Not Available	% of the municipal budget spent on implementing its WSF by June 2014	% Of budget used for skills development	All		Director: Corporate Services	1%	Completion Certificates	Internal 1	1%	Carry Over	0%	0%	0% 1%
TL33	Corporate Services	Integrating service delivery for maximum impact	226 Community and social services	A development-orientated public service and inclusive citizenship	Basic Service Delivery	To maintain and upgrade community hall facilities	Social Projection	Social and Community Development	Not Available	Upgrade the community hall: Happy Valley by June 2014	Happy Valley Community Ha upgraded	II AII	All	Director: Corporate Services	100%	Monthly expenditure reports	Internal	1 1	Carry Over	0	0	0 1
TL41	Corporate Services	Creating opportunities for growth and jobs	Corporate services	A skilled and capable workforce to support inclusive growth	I	To manage the municipality to effectively deliver services		<u> </u>	Not Available	Number of people from the EE target groups employed in the shighest levels of management in compliance with the approved EE plan	in the highest 3 levels of	All	1			Appointment letter and approval dates for the filling of the vacancy	Internal	1 1	Carry Over	0	0	0 1
TL44	Corporate Services	Integrating service delivery for maximum impact	Corporate services	A responsive and accountable effective and efficient local government system	e, Good Governance and Pub Participation	ic To manage the municipality to effectively deliver services	1 '	Institutional Development and Corporate governance	Not Available	Ensuring that all property contracts are properly executed	Monthly reports on the property contracts submitted to the Municipal Manager	All			New KPI for 2013/2014	Monthly reports on the property contracts submitted to the Municipal Manager and billing evidence	Internal	4 12	Accumulative	3	3	3 3
TL45	Corporate Services	Integrating service delivery for maximum impact	Community and social services	A responsive and accountable effective and efficient local government system	e, Good Governance and Public Participation	ic To manage the municipality to effectively deliver services	1 '	Social and Community Development	Not Available	Management of the Thusong Centre	Number of quarterly reports on the general activities of the Thusong Centre submitted to the Municipal Manager	е	1			Quarterly reports submitted to the Municipal Manager	Internal	4 4	Accumulative	1	1	1 1

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TL46	Corporate Services	Building the best-runregional government in the world		services	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Enhancing good management ,strategic support	Unspecified	Social and Community Development	Not Available	Ensuring functional ward committee system	Number of monthly ward committee meetings	All	All			Minutes of Ward Committee meetings	Internal	10	10 Accum		rget Targ	rget Targe	Target 2 3
TL86	Corporate Services	Improving education outcomes		Community and social services	Improve the quality of basic education	Basic Service Delivery	To manage the municipality to effectively deliver services	Improving Education, training and innovation	Social and Community Development	Not Available	Install 2 book detectors at the Nkqubela Library	2 book detectors installed at the Nkqubela library by 30 June 2014	: :	2 Nkqubela		New KPI for 2013/2014 FY	Signed invoices of installation done	Internal	2	0 Carry (Over	0	0	0 2
TL87	Corporate Services	Increasing social cohesion		services	A development-orientated public service and inclusive citizenship	Basic Service Delivery		Nation Building and Social Cohesion	Social and Community Development	Not Available	Construct an activity hall in Happy Valley	Activity Hall constructed by 30 June 2014 in Happy Valley		4 Bonnievale	Manager: Community	New KPI for the 2013/2014 FY	Constructed activity hall	Internal	1	0 Carry (Over	0	0	0 1
TL52	Engineering Services	Building the best-runregional government in the world	143		1 '	Good Governance and Public Participation	To provide a compliant solid waste service and upgrade and maintain existing infrastructure	Environmental Sustainability and Resilience	Provision of a clean environment	Not Available	Report quarterly on compliance with the National Waste Management Strategy	Number of reports	All	All	Director: Engineering Services	4	Reports submitted	Internal	4	4 Accum	nulative	1	1	1 1
TL54	Engineering Services	Integrating service delivery for maximum impact	134	4 Waste management	Protection and enhancement of environmental assets and natural resources	Basic Service Delivery	To provide a compliant solid	Environmental Sustainability and Resilience	Provision of a clean environment	Not Available	Capital spending on Solid Waste Projects	% of capital budget spent	All	All	Director: Engineering Services		Certificate of completeness and payments	Internal	95%	95% Carry (Over	0%	0% 09	95%
TL55	Engineering Services	Mainstreaming sustainability and optimising resource-use efficiency	145		Protection and enhancement of environmental assets and natural resources	Basic Service Delivery	To provide a compliant solid	Environmental Sustainability and Resilience	Provision of a clean environment	Not Available	Increase tonnage of domestic waste recycled	Tonnage	All	All	Director: Engineering Services	720	Weigh bridge report	Internal	780	780 Accum	nulative	190 1	190 20	00 200
TL56		Mainstreaming sustainability and optimising resource-use efficiency	17	7 Electricity	Protection and enhancement of environmental assets and natural resources	Municipal Financial Viability and Management	To provide electricity supply,	Environmental Sustainability and Resilience	Energy efficiency for sustainable future	Not Available	Limit unaccounted electricity to 7.5%	% of electricity unaccounted for	All	All			Sale of electricity statistics from Finance department and the monthly report	Internal	7.50% 7.9	50% Revers	se Stand- 7	.50% 7.50	7.50	% 7.50%
TL58		Mainstreaming sustainability and optimising resource-use efficiency	170		Protection and enhancement of environmental assets and natural resources	Municipal Financial Viability and Management	To provide quality water,	Environmental Sustainability and Resilience	Sustainable civil engineering infrastructure services	Not Available	Achieve Blue Drop Status	Blue Drop Status achieved	All	All		New KPI for 2013/2014	Blue Drop Status report	Internal	50%	50% Carry (Over	0%	0% 09	50%
TL59	Engineering Services	Increasing wellness	169	9 Water	Protection and enhancement of environmental assets and natural resources	Municipal Financial Viability and Management	To provide quality water,	Environmental Sustainability and Resilience	Sustainable civil engineering infrastructure services	Not Available	Microbiological quality of water to comply with SANS standard		All	All	Director: Engineering Services	90%	Lab Results	Internal	90%	90% Carry (Over	90% 90	0% 90'	90%
TL61	Engineering Services	Mainstreaming sustainability and optimising resource-use efficiency	163	3 Water	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To provide quality water,	Environmental Sustainability and Resilience	Sustainable civil engineering infrastructure services	Not Available	Capital Spending on Water and Sanitation Infrastructure	% of capital budget spent	All	All	Director: Engineering Services	95%	Certificate of completeness and payments	Internal	95%	95% Carry (Over	25% 50	0% 75	95%
TL62		Mainstreaming sustainability and optimising resource-use efficiency	152	2 Water	Protection and enhancement of environmental assets and natural resources	Municipal Financial Viability and Management	To provide quality water, manage demand and maintain existing infrastructure	Environmental Sustainability and Resilience	Sustainable civil engineering infrastructure services	Not Available	Limit unaccounted water to 18%	% of water unaccounted for	All	All	Director: Engineering Services	18%	Sale of water statistics from Finance department and the monthly report	Internal	18%	18% Revers	se Stand-	18% 18	18% 189	% 18%
TL63	Engineering Services	Mainstreaming sustainability and optimising resource-use efficiency	184	4 Waste water management	Protection and enhancement of environmental assets and natural resources	Municipal Financial Viability and Management	To provide all communities with a sanitation services and maintain existing infrastructure	Environmental Sustainability and Resilience	Sustainable civil engineering infrastructure services	Not Available	Quality of effluent in terms of SANS standards	% quality	All	All	Director: Engineering Services	80%	Lab Results	Internal	80%	80% Carry	Over	80% 80	0% 80°	80%
TL64	Engineering Services	Mainstreaming sustainability and optimising resource-use efficiency	185	5 Environmental protection	Protection and enhancement of environmental assets and natural resources	Municipal Financial Viability and Management	To provide all communities with a sanitation services and maintain existing infrastructure	,	Sustainable civil engineering infrastructure services		Achieve Green Drop Status	Green Drop Status achieved	d All	All		New KPI for 2013/2014	Green Drop Status Report	Internal	50%	50% Carry (Over	0%	0% 0'	50%
TL65		Mainstreaming sustainability and optimising resource-use efficiency	1		An effective, competitive and responsive economic infrastructure network	1		Environmental Sustainability and Resilience	Provision of a clean environment	Not Available	Submission of an approved HSP after approval by DEAD 8 P and HSP	1 Approved HSP	All	All		New KPI for 2013/2014	Minutes of Council Meeting	Internal	1	1 Stand-	-Alone	0	0	0 1
TL66	Engineering Services	Developing integrated and sustainable human settlements	2		Sustainable human settlements and improved quality of household life	Basic Service Delivery	To provide access to affordable and low cost housing opportunities to all citizens within the municipal area	Transforming Human Settlements	Sustainable integrated human settlement	Not Available	Installation of services	% of Budget Spent	All	All		New KPI for 2013/2014	Certificate from the engineer	Internal	100% 10	00% Carry (Over	0% (0% 09	100%
TL67		Mainstreaming sustainability and optimising resource-use efficiency		l'	Protection and enhancement of environmental assets and natural resources	Basic Service Delivery	To manage urbanisation in a considered manner and to maintain a balance between conservation and development	Environmental Sustainability and Resilience	Provision of a clean environment	Not Available	Oversee process for identifying an alternative Landfill Site	Report submitted to council	All	All		New KPI for 2013/2014	Minutes of Council meeting	Internal	1	1 Carry (Over	0	0	0 1
TL70	Engineering Services	Developing integrated and sustainable human settlements	14		Sustainable human settlements and improved quality of household life	Basic Service Delivery	To provide access to affordable and low cost housing opportunities to all citizens within the municipal area	Transforming Human Settlements	Sustainable integrated human settlement	Not Available	Oversee the Review of the Spatial Development Framework	Framework submitted to Council	All	All	Director: Engineering Services	100	Minutes of Council meeting	Internal	1	1 Carry (Over	0	0	1 0
TL71	Engineering Services	Developing integrated and sustainable human settlements	15		Sustainable human settlements and improved quality of household life	Basic Service Delivery	To provide access to affordable and low cost housing opportunities to all citizens within the municipal area	Transforming Human Settlements	Sustainable integrated human settlement	Not Available	Follow up on the status of zoning scheme regulations	Correspondence on follow u	p All	All	Director: Engineering Services	100	Letters / emails to Province	Internal	1	1 Carry (Over	0	0	0 1
TL88	Engineering Services	Mainstreaming sustainability and optimising resource-use efficiency			A better South Africa, a better Africa and world	Basic Service Delivery	To provide quality water, manage demand and maintain existing infrastructure	Developing a capable and Development State	Sustainable civil engineering infrastructure services	Not Available	Construct Bonnievale reservoir and related pipe work	14% of the project complete by June 2014	d	8 Bonnievale	Engineering	New KPI for the 2013/2014 FY	Engineering report	Internal	14%	0% Carry (Over	0% (0% 09	14%
TL89		Building the best-runregional government in the world			Protection and enhancement of environmental assets and natural resources		To manage the municipality to effectively deliver services		Good governance	Not Available	Compliance with implementation and reporting requirements on MIG	100% Compliance with implementation and reporting requirements on MIG	All g	All	Manager: PMU			Treasury	100%	0% Carry (Over	0%	0% 09	100%

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TL90	Engineering Services	Building the best-runregional government in the world	Budget office	-	A responsive and accountable, effective and efficient local government system	Good Governance and Publi Participation	c To improve communication of all relevant stakeholders internal and external	Developing a capable and Development State	Good governance	Not Available	Grant progress reports submitted to the relevant national and provincial department before the 10th working day of every month	Number of reorts submitted before the 10th working day of every month	All		Manager: Housing Administration	12	Copies of reports submitted	Treasury	12	0 Accumulative	3	3	3 3
TL91	Engineering Services	Building the best-runregional government in the world	Road tr	'	A better South Africa, a better Africa and world	Basic Service Delivery	To upgrade and maintain road infrastructure	Building Safer Communities	Promote public safety	Not Available	The upgrading / rehabilitation o streets as per the Pavement Management System	f Streets rehabilitated and upgraded as per the Pavement Management System	All		Manager: Roads, Transport & Stormwater	100%	Upgraded roads, Approved Pavement Management System	Internal 10	0% 0	% Carry Over	0%	0%	0% 100%
TL74	Financial Services	Building the best-runregional government in the world	91 Budget office	,	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Management of municipal revenue, expenditure and finance	Unspecified	Sound Financial Management	Not Available	1	Cost coverage ((Available cash+ investments)/ Monthly fixed operating expenditure	All	All	Director: Finance	2	Financial statements	Internal	2.2 2	.2 Carry Over	0	0	0 2.2
TL75	Financial Services	Building the best-runregional government in the world	92 Budget office	,	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Management of municipal revenue, expenditure and finance	Unspecified	Sound Financial Management	Not Available	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)	1	All	Director: Finance	57	Financial statements	Internal	60	60 Carry Over	0	0	0 60
TL76	Financial Services	Building the best-runregional government in the world	93 Budget office	,	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Management of municipal revenue, expenditure and finance	Unspecified	Sound Financial Management	Not Available	Financial viability measured in terms of the outstanding service debtors	Service debtors to revenue – (Total outstanding service debtors/ revenue received for services)		All	Director: Finance	12.6	Financial statements	Internal	12	12 Carry Over	0	0	0 12
TL77	Financial Services	Building the best-runregional government in the world	94 Budget office	-	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Management of municipal revenue, expenditure and finance	Unspecified	Sound Financial Management	Not Available	Achievement of a payment percentage of at least 100%	Payment %	All	All	Director: Finance	97	Financial reports submitted to Council	Internal 10	0% 100	% Carry Over	75%	90%	95% 100%
TL80	Financial Services	Mainstreaming sustainability and optimising resource-use efficiency	Budget office	-	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Management of municipal revenue, expenditure and finance	Unspecified	Sound Financial Management	Not Available	Maintain the asset register in terms of GRAP	% of asset register maintained	All	All	Director: Finance	1	Asset Register	Internal 10	0% 100	% Carry Over	100%	100%	100% 100%
TL82	Financial Services	Building the best-runregional government in the world	100 Budget office	,	A responsive and accountable, effective and efficient local government system	Good Governance and Publi Participation	c To review municipal governance processes as per the RBAP	Fighting Corruption	Good governance	Not Available	Maintain a clean audit opinion	Audit Opinion	All	All		New KPI for 2013/2014	Report of the Auditor General	Internal	1	1 Carry Over	0	1	0 (
TL83	Financial Services	Building the best-runregional government in the world	Budget office	-	A responsive and accountable, effective and efficient local government system	Good Governance and Publi Participation	c To review municipal governance processes as per the RBAP	Fighting Corruption	Good governance	Not Available	Resolve all audit issues	% of audit queries for which an action plan was submitted within 10 working days	1	All	Director: Finance	90%	COMAFS provided by AG	Internal 9	90	% Carry Over	90%	90%	90% 90%