

EXPENDITURE OF THE 2017/2018 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE THIRD QUARTER (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)

Purpose of report

To submit a report to Council regarding the expenditure on the 2017 / 2018 budget for the third quarter as measured by the approved Top level SDBIP

Background

Section 52 (d) of the Municipal Finance Management Act, 56 of 2003, requires that a Mayor must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality.

This report informs Council on a quarterly basis of the expenditure and performance in the Budget.

Comments:

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

Recommendation/ Aanbeveling

That Council notes the contents of the report

Dat die Raad kennis neem van die inhoud van die verslag

This item served before a Statutory Meeting of Council on 24 April 2018
Hierdie item het gedien voor 'n Statutêre Vergadering van die Raad op 24 April 2018
Unanimously Resolved / Eenparig Besluit

That Council notes the contents of the report

Dat die Raad kennis neem van die inhoud van die verslag

Langeberg Municipality
SDBIP 2017/2018: Top Layer SDBIP Report

Municipal Manager

Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-17						Dec-17						Mar-18						Overall Performance for Sep 2017 to Mar 2018				
							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	Appointments made in 3 highest levels of management during 2017/18 that comply with the Employment Equity Plan	Number of appointments made in 3 highest levels of management		1 Appointment letter and approval dates for the filling of the vacancy	1	Accumulative	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A
TL2	The percentage of the municipal capital budget actually spent on capital projects as at 30 June 2018 (Actual amount spent on capital projects excluding orders/Total amount budgeted for capital projects)x100	% of capital budget spent	90%	Monthly section 71 reports submitted	90%	Last Value	0%	0%	N/A			30%	23.13%	O	[D17] Municipal Manager: There are still outstanding orders (December 2017)	[D17] Municipal Manager: Expenditure will increase in future as orders are awaited (December 2017)	60%	52.84%	O	[D17] Municipal Manager: Current Capital Budget actually spent on capital expenditure as per capex report. (March 2018)	[D17] Municipal Manager: Action plans to be discussed in following SMT meeting. (March 2018)	60%	52.84%	O			60%	52.84%	O
TL3	Conduct two (2) formal evaluations of directors in terms of their signed agreements	Number of formal evaluations conducted		2 Evaluation report and signed scoring sheets	2	Accumulative	0	0	N/A			1	1	G			1	1	G			2	2	G			2	2	G
TL4	Develop Risk Based Audit Plan and submit to MM and Audit Committee by 30 June 2018	Risk Based Audit Plan submitted to MM and Audit Committee		1 Minutes of Audit Committee meeting during which risk based audit plan was discussed	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A
TL5	Develop an Audit Action Plan by 31 January 2018 from the final management report issued by the AG and submit to MM and Audit Committee for approval	Audit Action Plan developed and submitted to MM and Audit Committee		1 Proof of submission to the Municipal Manager	1	Carry Over	0	0	N/A			0	0	N/A			1	1	G			1	1	G			1	1	G
TL102	Spend 90% of the total amount budgeted for the Purchase of Internal Audit Software by 30 June 2018 (Total actual expenditure for the project/Total amount budgeted for the project)x100	% of budget spent	New KPI	Capex Report	90%	Accumulative	0%	0%	N/A			0%	0%	N/A			30%	0%	R			30%	0%	R			30%	0%	R

Summary of Results: Municipal Manager

KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	2
KPI Not Met	0% <= Actual/Target <= 74.999%	1
KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
KPI Met	Actual meets Target (Actual/Target = 100%)	2
KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
KPI Extremely Well Met	>150.000% <= Actual/Target	0
Total KPIs		6

Strategic & Social Development

Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-17						Dec-17						Mar-18						Overall Performance for Sep 2017 to Mar 2018				
							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					
TL6	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2018	Number of job opportunities created through the Expanded Public Works Programme (EPWP)	400	Signed appointment contracts	400	Accumulative	100	171	B			100	88	O			100	194	B			300	453	B			300	453	B
TL7	90% spent of the total amount budgeted for ICT capital projects by June 2018 (Actual expenditure / by approved budget allocation)	% of budget spent	90%	Monthly section 71 reports submitted	90%	Last Value	0%	0%	N/A			20%	12.02%	R			50%	62.09%	G2			50%	62.09%	G2			50%	62.09%	G2
TL8	Submit the final reviewed IDP to Council by 31 May 2018	Final 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			0	0	N/A			0	0	N/A
TL9	Submit the Mid-Year Performance Report in terms of Sect 72 of the MFMA to Council by 31 January 2018	Number of reports 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			1	1	G			1	1	G
TL10	Submit the Annual Report to Council by 31 January 2018	Number of reports 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			1	1	G			1	1	G
TL11	Submit the Oversight Report to Council by 31 March 2018	Number of reports 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			1	1	G			1	1	G
TL12	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		1 Acknowledgement of receipt from the Mayor and approved Top Layer SDBIP	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A
TL96	90% spent of the total amount rolled over for ICT capital projects by September 2017 (Actual expenditure / by approved budget allocation)	% Budget spent	Roll-over project from 2016/17 (TL16)	Proof of purchase	90%	Carry Over	90%	100%	G2			0%	0%	N/A			0%	0%	N/A			90%	100%	G2			90%	100%	G2

Summary of Results: Strategic & Social Development

KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	2
KPI Not Met	0% <= Actual/Target <= 74.999%	0
KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
KPI Met	Actual meets Target (Actual/Target = 100%)	3
KPI Well Met	100.001% <= Actual/Target <= 149.999%	2
KPI Extremely Well Met	>150.000% <= Actual/Target	1
Total KPIs		8

Corporate Services

Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-17						Dec-17						Mar-18						Overall Performance for Sep 2017 to Mar 2018					
							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						
TL13	Percentage of municipality's personnel budget actually spent on implementing its workplace skills plan measured as at 30 June 2018 (Total Actual Training Expenditure/ Total personnel Budget)x100	% of municipality's personnel budget actually spent on implementing its workplace skills plan	1%	Report from the Promun financial system	1%	Last Value	0%	0%	N/A			0%	0%	N/A			0%	0%	N/A			0%	0%	N/A			0%	0%	N/A	
TL14	Facilitate the monthly meetings of ward committees	Number of monthly ward committee meetings held	48	Minutes of Ward Committee meetings	48	Accumulative	12	29	B			12	0	R			12	12	G			36	41	G2			36	41	G2	
TL15	90% spent of the total amount budgeted for the upgrading and alteration of the municipal offices by 30 June 2018 (Actual expenditure / Approved budget allocation)x100	% of budget spent	New Key Performance Indicator for 2017/18	Report from the Promun financial system	90%	Last Value	10%	0%	R			20%	25.10%	G2			50%	55%	G2			50%	55%	G2			50%	55%	G2	
TL16	90% spent of the total amount budgeted for the purchase of office equipment by 30 June 2018 (Actual expenditure / Approved budget allocation)x100	% of budget spent	New Key Performance Indicator for 2017/18	Report from the Promun financial system	90%	Last Value	10%	57.96%	B			20%	70.64%	B			50%	109.30%	B			50%	109.30%	B			50%	109.30%	B	
TL17	90% spent of the total amount budgeted for the upgrading of the Traffic Offices by 30 June 2018 (Actual expenditure / Approved budget allocation)x100	% of budget spent	New Key Performance Indicator for 2017/18	Report from the Promun financial system	90%	Last Value	10%	0%	R	[D197] Director: Corporate Services: Busy with tender process (July 2017) [D197] Director: Corporate Services: Spending will occur near the end of the financial year as the project will be over 2 financial years (August 2017) [D197] Director: Corporate Services: Tenders received was too high. As agreed with the MM will the building be scaled down and the project be divided to labour and material (September 2017)	[D197] Director: Corporate Services: The plans are being considered for amendment now. Thereafter we will split into materials and labour (September 2017)	20%	0%	R			[D197] Director: Corporate Services: Is in process with tenders (December 2017)	50%	49.29%	O	[D197] Director: Corporate Services: To be reported 30 June 2018 (January 2018) [D197] Director: Corporate Services: Tender has been awarded for building work, tender for materials also approved. Building work to start April 2018 (February 2018) [D197] Director: Corporate Services: The contractor and service provider for materials have now been appointed and has the work started (March 2018)	[D197] Director: Corporate Services: The building will increase dramatically as the building work will start April 2018 (March 2018)	50%	49.29%	O			50%	49.29%	O
TL105	Construct a security fence at the Robertson Municipal offices by 30 June 2018	Completion certificate	New KPI	Completion certificate	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A	

Summary of Results: Corporate Services

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KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	2
KPI Not Met	0% <= Actual/Target <= 74.999%	0
KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
KPI Met	Actual meets Target (Actual/Target = 100%)	0
KPI Well Met	100.001% <= Actual/Target <= 149.999%	2
KPI Extremely Well Met	150.000% <= Actual/Target	1
Total KPIs		6

Engineering Services

Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-17						Dec-17						Mar-18						Overall Performance for Sep 2017 to Mar 2018		
							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			
TL59	Limit unaccounted electricity to less than 7.5% as at 30 June 2018 ((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) _ 100) (rolling twelve month average)	% unaccounted electricity	7.5	Sale of electricity statistics from Finance department	7.50%	Reverse Last Value	7.50%	5.86%	B			7.50%	3.66%	B			7.50%	4.41%	B			7.50%	4.41%	B			
TL60	Replace 150 pre-paid meters to reduce energy losses by 30 June 2018	Number of pre-paid meters replaced	150	Registration of meters on the system	150	Carry Over	50	0	R		[D294] Director: Engineering Services: Application for external funds to be completed. (September 2017)	100	100	G			120	80	R	[D294] Director: Engineering Services: 65.82% was spent on the replacement of pre-paid meters for January 2018. (Does not include orders.) (January 2018) [D294] Director: Engineering Services: 88.50% was spent on the replacement of pre-paid meters for February 2018. (Does not include orders.) (February 2018) [D294] Director: Engineering Services: 92.50% was spent on the replacement of pre-paid meters for March 2018. (Does not include orders.) (March 2018)	[D294] Director: Engineering Services: All meters were purchased, but due to the shortage of staff the installation process is slow. (March 2018)	120	100	O			
TL61	Spend 90% of the total amount budgeted for the replacement and repair on the electricity network by June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	90%	Monthly CAPEX report from the Finance department	90%	Carry Over	10%	3.97%	R	[D295] Director: Engineering Services: Material on order. (July 2017) [D295] Director: Engineering Services: The percentage spend on the electricity network for August 2017 is 0%. (August 2017) [D295] Director: Engineering Services: The percentage spend on the electricity network for September 2017 is 3.97%. (September 2017)	[D295] Director: Engineering Services: Funds are spent as needed - maintenance. Reporting amended due to internal Audit Report (September 2017)	20%	29.15%	G2	[D295] Director: Engineering Services: The percentage spend on the electricity network for October 2017 is 12.29%. (October 2017) [D295] Director: Engineering Services: The percentage spend on the electricity network for November 2017 is 27.68%. (November 2017) [D295] Director: Engineering Services: The percentage spend on the electricity network for December 2017 is 29.15%. (December 2017)		50%	47.65%	O	[D295] Director: Engineering Services: The percentage spend on the electricity network for January 2018 is 38.02%. (January 2018) [D295] Director: Engineering Services: The percentage spend on the electricity network for February 2018 is 44.65%. (February 2018) [D295] Director: Engineering Services: The percentage spend on the electricity network for March 2018 is 47.65%. (March 2018)	[D295] Director: Engineering Services: Material at stores must still be updated. (March 2018)	50%	47.65%	O			
TL62	Spend 90% of the total amount budgeted for new connections by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	90%	Monthly CAPEX report from the Finance department	90%	Carry Over	10%	88.88%	B			20%	100%	B			50%	100%	B			50%	100%	B			
TL63	Spend 90% of the total amount budgeted for the electrification of new houses in McGregor by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Roll-over project from 2016/17	Monthly CAPEX report from the Finance department	90%	Carry Over	10%	0.66%	R			20%	39.32%	B			50%	61.21%	G2			50%	61.21%	G2			
TL77	Complete the upgrade of the Silverstrand Bulk Line by 30 June 2018	Project completed by 30 June 2018	New capital project for 2017/18	Completion certificate	1	Carry Over	0	0	N/A	[D311] Director: Engineering Services: There is no such project on the Electrical Capital Budget. (July 2017) [D311] Director: Engineering Services: There is no such project on the Electrical Capital Budget. (August 2017) [D311] Director: Engineering Services: No funds available. (September 2017)	[D311] Director: Engineering Services: Application for external funds to be completed. (September 2017)	0	0	N/A	[D311] Director: Engineering Services: There is no such project on the Electrical Capital Budget. (October 2017) [D311] Director: Engineering Services: There is no such project on the Electrical Capital Budget. (November 2017) [D311] Director: Engineering Services: There is no such project on the Electrical Capital Budget. (December 2017)		0	0	N/A	[D311] Director: Engineering Services: There is no such project on the Electrical Capital Budget. (January 2018) [D311] Director: Engineering Services: There is no such project on the Electrical Capital Budget. (February 2018) [D311] Director: Engineering Services: There is no such project on the Electrical Capital Budget. (March 2018)		0	0	N/A			
TL78	Spend 90% of the total amount budgeted for the replacement and repair of street lights by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	90%	Monthly CAPEX report from the Finance department	90%	Carry Over	10%	24.23%	B			20%	70.85%	B			50%	100%	B			50%	100%	B			
TL79	Complete the installation/upgrade of bulk services for Housing Projects in Bonnievale by 30 June 2018	Project completed by 30 June 2018	New capital project for 2017/18	Completion certificate	1	Carry Over	0	0	N/A	[D313] Director: Engineering Services: See Capex report for July 2017 (July 2017)		0	0	N/A			0	0	N/A			0	0	N/A			
TL80	Complete the integrated zoning scheme for all towns and submit to Council for approval by 30 June 2018	Integrated zoning scheme completed and submitted to Council by 30 June 2018	Tender awarded in 2016/17	Meeting minutes	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			
TL81	Complete the review of the SDF and submit to Council for approval by 31 March 2018	Review completed and submitted to Council	Existing approved SDF	council resolution	1	Carry Over	0	0	N/A			0	0	N/A			1	1	G			1	1	G			
TL82	Spend 90% of the total amount budgeted for the upgrade/rehabilitation of roads by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	90%	Monthly CAPEX report from the Finance department	90%	Carry Over	0%	0%	N/A			0%	0%	N/A			50%	6.58%	R		[D316] Director: Engineering Services: Tender report submitted to BEC on 12 March 2018 Once an award has been made expenditure will be expedited (March 2018)		50%	6.58%	R		
TL86	Recycle 960 tons of domestic waste by 30 June 2018	Number of tons of domestic waste recycled	900	Weigh bridge report	960	Accumulative	240	396.38	B			240	424.53	B			240	390.25	B			720	1,211.16	B			
TL87	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	80%	Lab Results	80%	Last Value	80%	87%	G2			80%	77%	O			80%	75%	O			80%	75%	O			
TL88	Spend 90% of the total amount budgeted to replace safety and test equipment by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	90%	Monthly CAPEX report from the Finance department	90%	Carry Over	10%	3.70%	R			20%	22%	G2			50%	0%	R			50%	22%	R			
TL89	Limit unaccounted water to less than 15% as at 30 June 2018 ((Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold (incl free basic water) / Number of Kiloliters Water Purchased or Purified _ 100)	% unaccounted water	18%	Sale of water statistics from Finance department	15%	Reverse Last Value	15%	10.42%	B			15%	8.10%	B			15%	9.01%	B			15%	9.01%	B			
TL90	Complete the project for the supply of bulk water to Nkubela by 31 March 2018	Project completed by 31 March 2018	Roll-over project from 2016/17	Completion certificate	1	Carry Over	0	0	N/A			0	0	N/A			1	1	G			1	1	G			
TL91	Complete the project for the repair of leaks at the George Brink Reservoir by 30 June 2018	Project completed	Roll-over project from 2016/17	Completion certificate	1	Last Value	0	0	N/A			0	0	N/A			0	0	N/A	[D325] Director: Engineering Services: Contractor appointed. Did site establishment. Project not yet completed. (March 2018)		0	0	N/A			
TL92	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	95%	Lab Results	95%	Last Value	95%	100%	G2			95%	100%	G2			95%	90%	O			95%	90%	O			

TL93	90% spent of the total amount budgeted for the supply of bulk water to Nkqubela by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% Budget spent	Roll-over project from 2016/17 (TL46)	Reports from financial system	90% Carry Over	0%	0%	N/A			0%	0%	N/A			0%	0%	N/A			0%	0%	N/A
TL95	Construct 2 additional drying beds at the Waste Water Treatment Works in Ashton by 31 December 2017	Number of Drying beds constructed	Roll-over project from 2016/17 (TL61)	Completion certificate	2 Carry Over	0	0	N/A			2	0	R	[D555] Director: Engineering Services: This project should reside with service department and not with PMU (December 2017)	[D555] Director: Engineering Services: work in progress / pipe works ext (December 2017)	0	0	N/A			2	0	R
TL98	Provision of ablution facilities in Mandela Square Montagu by 30 June 2018	Number of units installed	Roll-over project from 2016/17 (TL56)	Completion certificate	22 Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A
TL100	Purchase 1 flatbed truck for Robertson by 30 September 2017	Number of truck delivered	Roll-over project from 2016/17 (TL69)	Invoice, delivery note, registration of vehicle	1 Carry Over	1	1	G			0	0	N/A			0	0	N/A			1	1	G
TL103	Purchase a water tanker by 30 June 2018	Number of water tankers purchased	New KPI	Proof of purchase	1 Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A
TL104	Spend 90% of the total amount budgeted for the purchase of drought relief machinery by 30 June 2018	% of budget spent	New KPI	Capex Report	90% Carry Over	0%	0%	N/A			0%	0%	N/A			30%	0%	R			30%	0%	R

Summary of Results: Engineering Services

KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	7
KPI Not Met	0% <= Actual/Target <= 74.999%	4
KPI Almost Met	75.000% <= Actual/Target <= 99.999%	4
KPI Met	Actual meets Target (Actual/Target = 100%)	3
KPI Well Met	100.001% <= Actual/Target <= 149.999%	1
KPI Extremely Well Met	150.000% <= Actual/Target	5
Total KPIs		24

Financial Services

Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-17			Dec-17			Mar-18			Overall Performance for Sep 2017 to Mar 2018				
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R		
TL18	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 2018	Number of residential properties which are billed for water or have pre paid meters	15000	Report from the Promun financial system	15,000	Last Value	15,000	15,129	G2			15,000	15,411	G2			15,000	15,470	G2	
TL19	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) as at 30 June 2018	Number of residential properties which are billed for electricity or have pre paid meters (Excluding Eskom areas)	17000	Report from the Promun financial system	17,000	Last Value	17,000	18,798	G2			17,000	19,145	G2			17,000	19,286	G2	
TL20	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 2018	Number of residential properties which are billed for sanitation/sewerage	14800	Report from the Promun financial system	14,800	Last Value	14,800	14,979	G2			14,800	15,271	G2			14,800	15,336	G2	
TL21	Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at 30 June 2018	Number of residential properties which are billed for refuse removal	14600	Report from the Promun financial system	14,600	Last Value	14,600	14,943	G2			14,600	15,239	G2			14,600	15,308	G2	
TL22	Provide free basic water to indigent households as at 30 June 2018	Number of indigent households receiving free basic water	5000	Free basic services report from the financial system	5,000	Last Value	5,000	6,963	G2			5,000	6,908	G2			5,000	6,857	G2	
TL23	Provide free basic electricity to indigent households as at 30 June 2018	Number of indigent households receiving free basic electricity	5000	Free basic services report from the financial system	5,000	Last Value	5,000	7,901	B			5,000	7,882	B			5,000	7,879	B	
TL24	Provide free basic sanitation to indigent households as at 30 June 2018	Number of indigent households receiving free basic sanitation services	5000	Free basic services report from the financial system	5,000	Last Value	5,000	6,987	G2			5,000	6,936	G2			5,000	6,886	G2	
TL25	Provide free basic refuse removal to indigent households as at 30 June 2018	Number of indigent households receiving free basic refuse removal services	5000	Free basic services report from the financial system	5,000	Last Value	5,000	6,996	G2			5,000	6,945	G2			5,000	6,895	G2	
TL26	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2018 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	% of debt coverage	60%	Annual financial statements	60% Reverse Last Value		0%	0%	N/A			0%	0%	N/A			0%	0%	N/A	
TL27	Financial viability measured in terms of the outstanding service debtors as at 30 June 2018 (Total outstanding service debtors / revenue received for services)	% of outstanding service debtors	12%	Annual financial statements	12% Last Value		0%	0%	N/A			0%	0%	N/A			0%	0%	N/A	
TL28	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2018 ((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 it takes to cover fix operating expenditure with available cash	2.2	Annual financial statements	2.2 Last Value		0	0	N/A			0	0	N/A			0	0	N/A	
TL29	Submit the final annual budget to Council by 31 May 2018	Final budget submitted to council	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	
TL30	Submit monthly reports in terms of Section 71 of the MFMA to Council	Number of reports submitted to Council	12	Minutes of council meeting during which report was discussed	12 Accumulative		3	3	G			3	3	G			3	3	G	
TL31	Achieve a debtor payment percentage of 98% ((Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue) x 100	Payment % achieved	98%	Section 52 report	98% Last Value		70%	85%	G2			80%	98%	G2			95%	95%	G	
TL32	90% spent of the total amount budgeted for the Security Fence at Centralized Inventory Store in Robertson by 30 June 2018 ((Actual expenditure / Approved budget allocation)x100)	% of budget spent	New Key Performance Indicator for 2017/18	Report from the Promun financial system	90% Last Value		10%	0%	R			20%	0%	R			50%	100%	B	
TL33	90% spent of the total amount budgeted for the Restoration of Stores by 30 June 2018 ((Actual expenditure / Approved budget allocation)x100)	% of budget spent	New Key Performance Indicator for 2017/18	Report from the Promun financial system	90% Last Value		10%	0%	R	[D420] Director: Finance: Q.84/2017 has been advertised with the closing date of 27 October 2017. Therefore no spending on the Budget for September 2017	[D420] Director: Finance: The closing date for quotations will be 27 October 2017 and will be awarded/not awarded after decision of BAC (September 2017)	20%	0%	R	[D420] Director: Finance: Q.84/2017 has been awarded in December 2017 and letters after the appeal period will be sent out (December 2017)	[D420] Director: Finance: Awaiting outcome of Appeal period on Formal Written Quotation. Order and expenditure will be completed end March 2018 (December 2017)	50%	49.09%	O	[D420] Director: Finance: Work will be completed by end of April 2018 (March 2018)
TL34	90% spent of the total amount budgeted for the vehicle for Stores & Insurance Section by 30 June 2018 ((Actual expenditure / Approved budget allocation)x100)	% of budget spent	New Key Performance Indicator for 2017/18	Report from the Promun financial system	90% Last Value		10%	0%	R			20%	0%	R			50%	100%	B	

Summary of Results: Financial Services

KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	4
KPI Not Met	0% <= Actual/Target <= 74.999%	0
KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
KPI Met	Actual meets Target (Actual/Target = 100%)	2

KPI Well Met	100.001% ← Actual/Target ⇒ 149.999%	7
KPI Extremely Well Met	150.000% ← Actual/Target	3
Total KPIs		17

Community Services

Ref	KPI	Unit of Measurement	Baseline	Source of Evidence	Annual Target	KPI Calculation Type	Sep-17						Dec-17						Mar-18						Overall Performance for Sep 2017 to Mar 2018					
							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						
TL35	Complete the cemetery study regarding land availability and submit to Council for consideration by 30 June 2018	Study completed and submitted to Council	New performance indicator for 2017/18	Meeting minutes	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A	[DS13] Director: Community Services: The study is ongoing (January 2018)			0	0	N/A	0	0	N/A		
TL36	Spend 90% of the available budget for the upgrade of the road to the Zolani Cemetery by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of the budget spent	New performance indicator for 2017/18	Monthly CAPEX report from the Finance department	90%	Carry Over	10%	9.66%	O			40%	93.79%	B			60%	108.11%	B			60%	108.11%	B			60%	108.11%	B	
TL37	Spend 90% of the budget allocation/grant funding received on the fencing of Robertson Community Hall by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Portion of project completed during 2016/17	Monthly CAPEX report from the Finance department	90%	Carry Over	10%	0%	R			40%	100%	B			60%	100%	B			60%	100%	B			60%	100%	B	
TL38	Spend 90% of the grant funding received for libraries by 30 June 2018 ((Total actual expenditure /Total amount received)x100)	% of budget spent	New performance indicator for 2017/18	Monthly report submitted to Provincial Library Services	90%	Carry Over	25%	19.99%	O	[DS16] Director: Community Services: The report was sent on 15 August after being signed by all parties (July 2017) [DS16] Director: Community Services: The 5.01 percent underspent grant funding is because of the vacancy of the Head Librarian post Update amended due to Internal Audit Report (September 2017)	[DS16] Director: Community Services: The interviews were held on 9 October 2017 (September 2017)	50%	46.43%	O	[DS16] Director: Community Services: ongoing monitoring (October 2017) [DS16] Director: Community Services: The Head Librarian post is still vacant, which influences the expenditure (December 2017)	[DS16] Director: Community Services: Ongoing monitoring (October 2017)	75%	67%	O	[DS16] Director: Community Services: The vacant post of the head librarian and the tender for the lease of the photocopy machines for 11 libraries influence the expenditure (January 2018) [DS16] Director: Community Services: The vacant post of the head librarian and the delay of the tender of the photocopy machines influence the spending (February 2018) [DS16] Director: Community Services: The delay with the tender for the photocopy machines and the vacancy of the post of Head librarian influence the expenditure (March 2018)			75%	67%	O			75%	67%	O
TL39	Hold 120 exhibitions at libraries (1 per town per month) to lodge library awareness programmes during the 2017/18 financial year	Number of exhibitions held	New performance indicator for 2017/18	Attendance register	120	Accumulative	30	53	B			30	79	B			30	78	B			90	210	B			90	210	B	
TL40	Implement 120 outreach programmes for libraries (1 per town per month) during the 2017/18 financial year	Number of outreach programmes implemented	New performance indicator for 2017/18	Attendance register	120	Accumulative	30	86	B			30	73	B			30	76	B			90	235	B			90	235	B	
TL41	Report monthly to the Municipal Manager on the implementation of the maintenance plans of the nature reserves	Number of reports submitted	New performance indicator for 2017/18	Proof of submission	4	Accumulative	1	2	B			1	3	B			1	1	G			3	6	B			3	6	B	
TL42	Complete the construction of 100 new houses in McGregor by 30 June 2018	Number of houses constructed	496 houses in total	Completion certificate & handover certificates	100	Accumulative	0	0	N/A			0	250	B			0	0	N/A			0	250	B			0	250	B	
TL43	Review the Human Settlement Plan and submit to Council for approval by 31 March 2018	Plan reviewed and submitted	New performance indicator for 2017/18	Council resolution	1	Carry Over	0	0	N/A			0	0	N/A			1	0	R	[DS21] Director: Community Services: Human Settlements Plan should be reviewed. (March 2018)	[DS21] Director: Community Services: No Plan reviewed. presentation will be presented (March 2018)	1	0	R			1	0	R	
TL44	Submit 360 completed signed offer to purchase contracts to the attorneys for registration of title deeds by 30 June 2018	Number of completed signed offer to purchase contracts	New performance indicator for 2017/18	Letter to attorney as acknowledgment of receipt	360	Accumulative	90	90	G			90	66	R		[DS22] Director: Community Services: Await new Transfers /Registrations submitted to Deeds Office (December 2017)	90	30	R			270	186	R			270	186	R	
TL45	Submit 30 completed signed offer to purchase contracts for pre 1994 rental housing stock to the attorneys for registration of title deeds by 30 June 2018	Number of completed signed offer to purchase contracts	New performance indicator for 2017/18	Letter to attorney as acknowledgment of receipt	30	Accumulative	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A	
TL46	Hold quarterly meetings with each informal settlement committee (7 informal settlement committees) during the 2017/18 financial year	Number of quarterly meetings held	New performance indicator for 2017/18	Attendance register and minutes of the meeting held	28	Accumulative	7	1	R	[DS24] Director: Community Services: Will hold quarterly meetings with each informal Settlement in the area (July 2017) [DS24] Director: Community Services: Meeting is scheduled for September 2017 with Informal Settlement committee (August 2017) [DS24] Director: Community Services: 1 Meeting was held on 05/09/2017 with McGregor Informal Settlement Committee (September 2017)	[DS24] Director: Community Services: Will schedule meetings that will suit committee members (September 2017)	7	0	R	[DS24] Director: Community Services: Meetings were held with 2 Informal Settlement Committee's Cognanskloof Informal Settlement Committee - 12/10/2017 Nqubela Informal Settlement Committee - 26/10/2017 (October 2017) [DS24] Director: Community Services: Meetings with each Informal Settlement are monitored. (November 2017) [DS24] Director: Community Services: No meetings held with Informal Settlements for December 2017 (December 2017)	[DS24] Director: Community Services: New meetings will be scheduled with different Informal Settlements Committees (December 2017)	7	4	R	[DS24] Director: Community Services: Meetings with each Informal Settlement are monitored. (January 2018) [DS24] Director: Community Services: Meetings with each Informal Settlement are monitored. (February 2018) [DS24] Director: Community Services: Meetings were held with the following Informal Settlements McGregor, Nqubela, Robertson, Bonnievale (March 2018)	[DS24] Director: Community Services: New meeting dates will be scheduled for the different Informal Settlements (March 2018)	21	5	R			21	5	R	
TL47	Conduct quarterly informal household counts during the 2017/18 financial year	Number of quarterly informal household counts conducted	New performance indicator for 2017/18	Spreadsheet for each town	28	Accumulative	7	9	G2			7	0	R		[DS25] Director: Community Services: New shacks erected and counted in Bonnievale Boekenhoutskloof = 2 Montagu Mandela Square = 4 (December 2017)	7	1	R	[DS25] Director: Community Services: Households counts conducted in McGregor informal Settlement (March 2018)	[DS25] Director: Community Services: Household counts are scheduled for the other Informal Settlements (March 2018)	21	10	R			21	10	R	
TL48	Complete 5 fire risk assessments by 30 June 2018	Number of fire risk assessments completed	New performance indicator for 2017/18	Agenda of the Portfolio Committee meeting	5	Accumulative	0	3	B			3	2	R		[DS26] Director: Community Services: Ongoing monitoring. (October 2017)	0	0	N/A			3	5	B			3	5	B	
TL49	Spend 90% of the approved budget for the upgrade of the Fire Brigade Facilities in Ashton by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of the budget spent	New performance indicator for 2017/18	Completion certificate	90%	Carry Over	10%	0%	R			40%	0%	R			60%	0%	R			60%	0%	R			60%	0%	R	
TL50	Review the Disaster Management Plan and submit for assessment to the District by 31 May 2018	Plan reviewed and submitted	1	Confirmation of submission of the Plan	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A	
TL52	Develop and implement maintenance standards for sport facilities and halls by 30 June 2018	Standards developed and implemented	New performance indicator for 2017/18	Proof of submission of the document to accounting officer	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A	
TL53	Establish Committees for two Sport Facilities by 30 June 2018	Number of committees established	2 established	Attendance register and minutes of the meeting held	2	Accumulative	0	0	N/A			0	5	B			0	2	B			0	7	B			0	7	B	
TL54	Complete the upgrade of the cloak rooms at the McGregor Sports Grounds by 30 June 2018	Project completed by 30 June 2018	New performance indicator for 2017/18	Completion certificate	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A	
TL55	Complete the upgrade of the abutment facilities at Happy Valley Sports Grounds by 30 June 2018	Project completed by 30 June 2018	New performance indicator for 2017/18	Completion certificate	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A	
TL56	Complete the upgrade of the cloak rooms at the Cognanskloof Sports Grounds by 30 June 2018	Project completed by 30 June 2018	New performance indicator for 2017/18	Completion certificate	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A	
TL57	Develop a swimming pool security and safety plan and submit to the Portfolio Committee for approval by 30 November 2017	Swimming pool security and safety plan developed and submitted	New performance indicator for 2017/18	Meeting minutes	1	Carry Over	0	0	N/A			1	1	G			0	0	N/A			1	1	G			1	1	G	
TL58	Complete the supply and installation of an electronic turnstile at the Dirkie Lys Swimming Pool by 31 October 2017	Project completed by 31 October 2017	New performance indicator for 2017/18	Completion certificate	1	Carry Over	0	0	N/A			1	1	G			0	0	N/A			1	1	G			1	1	G	
TL83	Spend 90% of the available budget on the construction of the Nqubela sport field by 30 June 2018 ((Total actual expenditure for the project/Total amount budgeted for the project)x100)	% of budget spent	Planning completed in 2016/17	Monthly CAPEX report of the Finance Department	90%	Carry Over	10%	1.53%	R			20%	4.28%	R			50%	97.77%	B			50%	97.77%	B			50%	97.77%	B	
TL99	Purchase 2 vehicles for the Parks division by 30 September 2017	Numbers of vehicles delivered	Roll-over project from 2016/17 (TL35)	Invoice, delivery note, registration of vehicle	2	Accumulative	2	0	R			0	4	B			0	0	N/A			2	4	B			2	4	B	
TL101	Purchase a type six all terrain fire truck by 30 June 2018	Number of trucks purchased	New KPI	Proof of purchase	1	Carry Over	0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A			0	0	N/A	

Summary of Results: Community Services		
KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	7
KPI Not Met	0% <= Actual/Target <= 74.999%	5
KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
KPI Met	Actual meets Target (Actual/Target = 100%)	2
KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
KPI Extremely Well Met	150.000% <= Actual/Target	11
Total KPIs		26

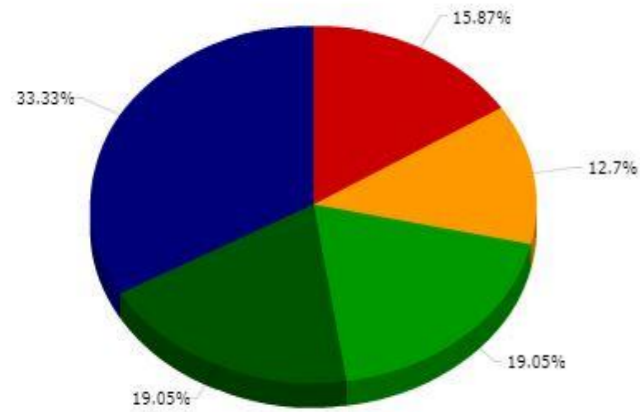
Summary of Results		
KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	24
KPI Not Met	0% <= Actual/Target <= 74.999%	10
KPI Almost Met	75.000% <= Actual/Target <= 99.999%	8
KPI Met	Actual meets Target (Actual/Target = 100%)	12
KPI Well Met	100.001% <= Actual/Target <= 149.999%	12
KPI Extremely Well Met	150.000% <= Actual/Target	21
Total KPIs		87

Report generated on 20 April 2018 at 08:06.

Top Layer SDBIP Report

Report drawn on 20 April 2018 at 08:24
for the months of September 2017 to March 2018.

Langeberg Municipality



Directorate

