

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

**Purpose of report**

To submit a report to Council regarding the expenditure on the 2019/ 2020 budget for the fourth quarter as measured by the approved Top level SDBIP

**Background**

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

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

The municipality is currently, in terms of S 126 (1) (a) of the MFMA, preparing the annual financial statements for the financial period ended 30 June 2020 and the information available for June 2020 is not a true reflection of the financial position of the municipality as a lot of year-end journals and processes must still be finalised which will influence the final financial results. This report represents the progress as at 10 July 2020 with relation to the year-end finalisation of 30 June 2020

**Comments:**

The relevant documentation will be provided separately.

**Recommendation/ Aanbeveling**

That Council notes the contents of the report

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

**According to Council Resolution A2999 dated 24 June 2014 the System of Delegations states as follows:**


**113 *Emergency Decision-making***

*1. To decide on and acts in cases requiring an immediate decision, in consultation with the Executive Mayor or Deputy Mayor or Speaker. If the Executive Mayor or Deputy Mayor or Speaker is not available, then only in exceptional cases the Municipal Manager may act on his/her own initiative.*

a) *This delegation may only be exercised in an emergency or in exceptional circumstances which may severely prejudice and have a detrimental impact on the Municipality and/or its residents, without detracting from the principle of accountability.*

b) *This power cannot be delegated or sub-delegated and whenever it is exercised, a report must be submitted to Council as soon as possible.*

This report has been approved by:

  
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**Dr G D JOUBERT**  
**ACTING EXECUTIVE MAYOR**

  
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**Mr S A MOKWENI**  
**MUNICIPAL MANAGER**

Date: 29/07/2020

## Langeberg Municipality

### SDBIP 2019/20: Top Layer KPI Report

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

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending June 2020						Overall Performance for Quarter ending June 2020 to Quarter ending June 2020		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective	Target	Actual	R	
TL70	Submit 150 completed signed offer to purchase contracts to the attorneys for registration of title deeds by 30 June 2020	Number of completed signed offer to purchase registered	Proof of submission to attorneys	30	0	R	[D481] Manager: Housing Administration: No information submitted due to lockdown (April 2020) [D481] Manager: Housing Administration: No information submitted due to lockdown & Deeds Office was closed (May 2020) [D481] Manager: Housing Administration: No Offer to Purchases registered due to lockdown (June 2020)	[D481] Manager: Housing Administration: Request for transfer entirely dependent on families resolving disputes before offer to purchase . (June 2020)	30	0	R	

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

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

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

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending June 2020						Overall Performance for Quarter ending June 2020 to Quarter ending June 2020		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective	Target	Actual	R	
TL13	Limit unaccounted electricity to less than 7.5% as at 30 June 2020 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) X 100}	% unaccounted electricity captured in the report	Electricity losses report generated from an Excel database maintained for the calculation of the electricity losses	7.50%	4.19%	B	[D274] Manager: Electrical Engineering Services: The electrical losses for April 2020 is 3.99% (April 2020) [D274] Manager: Electrical Engineering Services: The electrical losses for June is 4.19%. (June 2020)		7.50%	4.19%	B	

TL16	95% of water samples comply with SANS241 micro biological indicators {(Number of water samples that comply with SANS241 indicators/Number of water samples tested)x100}	% of water samples compliant	Monthly Lab results from AL Abbot	95.00%	100.00%	G2	[D277] Manager: Civil Engineering Services: blue drop results (April 2020) [D277] Manager: Civil Engineering Services: results blue drop (May 2020) [D277] Manager: Civil Engineering Services: water results (June 2020)		95.00%	100.00%	G2
TL17	Spend 95% of the total amount budgeted for the replacement and repair of street lights by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	99.70%	G2	[D278] Manager: Electrical Engineering Services: The percentage for replacement on the repairs of streetlights is 92.46% for April 2020. (April 2020) [D278] Manager: Electrical Engineering Services: The percentage for replacement on the repairs of streetlights is 92.96% for May 2020. (May 2020) [D278] Manager: Electrical Engineering Services: Replacements On repairs Street Lights CRR 302 150 301 235,18 99.70% The percentage for replacement on the repairs of streetlights is 99.70% for June 2020. (June 2020)		95.00%	99.70%	G2
TL19	Spend 95% of the total amount budgeted for new connections by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	98.52%	G2	[D280] Manager: Electrical Engineering Services: The percentage for new electrical connections is 84.95% for April 2020. (April 2020) [D280] Manager: Electrical Engineering Services: The percentage for new electrical connections is 89.13% for May 2020. Providing new connection according to new applications. (May 2020) [D280] Manager: Electrical Engineering Services: The percentage for new electrical connections is 98.52% for June 2020. (June 2020)		95.00%	98.52%	G2

TL20	Spend 95% of the total amount budgeted for the electrification of Kenana by 30 June 2020 {{(Total actual expenditure for the project/Total amount budgeted for the project)x100}}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	62.68%	R	[D281] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. Not all stands are occupied - there for we cannot complete the connections. (April 2020) [D281] Manager: Electrical Engineering Services: Currently there are 386 houses electrified at Kenana. (May 2020) [D281] Manager: Electrical Engineering Services: Currently there are 465 houses electrified at Kenana. (June 2020)	[D281] Manager: Electrical Engineering Services: Delay caused by lock down, currently there are 465 houses electrified the rest of the 505 will be completed in the new financial year. (June 2020)	95.00%	62.68%	R
TL21	Spend 95% of the total amount budgeted for the electrification of McGregor by 30 June 2020 {{(Total actual expenditure for the project/Total amount budgeted for the project)x100}}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	43.53%	R	[D282] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D282] Manager: Electrical Engineering Services: Contractors are on site. (May 2020) [D282] Manager: Electrical Engineering Services: Contractors are on site. 68 Houses are completed. Funds will roll over to the 2020/2021 book year. (June 2020)	[D282] Manager: Electrical Engineering Services: Lock down caused construction to come to a stand still. Contractor is on site after all units are completed project will continue. Funds will roll over to the 2020/2021 book year. (June 2020)	95.00%	43.53%	R
TL24	Spend 95% of the total amount budgeted to replace safety and test equipment by 30 June 2020 {{(Total actual expenditure for the project/Total amount budgeted for the project)x100}}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	91.00%	O	[D285] Manager: Electrical Engineering Services: The invoice for one energy calibration system and one high resolution thermal imaging camera has been paid. (April 2020) [D285] Manager: Electrical Engineering Services: The percentage for the replacement of safety test equipment, ladders, linksticks, earthing kits and power is 91% for June 2020. (June 2020)	[D285] Manager: Electrical Engineering Services: Saving incurred (June 2020)	95.00%	91.00%	O
TL26	Spend 95% of the total amount budgeted for the replacement of pre-paid meters by 30 June 2020 {{(Total actual expenditure for the project/Total amount budgeted for the project)x100}}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	97.45%	G2	[D287] Manager: Electrical Engineering Services: Employees will restart with the project once the Lock Down period has ended. (April 2020) [D287] Manager: Electrical Engineering Services: Busy with the replacement of meters. (May 2020) [D287] Manager: Electrical Engineering Services: Busy with the replacement of meters. (June 2020)		95.00%	97.45%	G2

TL28	Spend 95% of the total amount budgeted for the construction of paved roads to upgrade gravel roads by 30 June 2020 {{(Total actual expenditure for the project/Total amount budgeted for the project)x100}}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	109.00%	G2	[D289] Manager: Civil Engineering Services: Capex report (June 2020)		95.00%	109.00%	G2
TL29	Spend 95% of the total amount budgeted for the rehabilitation/upgrade of existing tar roads in Central Business District of all 5 towns by 30 June 2020 {{(Total actual expenditure for the project/Total amount budgeted for the project)x100}}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	71.94%	O	[D290] Manager: Civil Engineering Services: Project delayed due to Covid-19 lock down (April 2020) [D290] Manager: Civil Engineering Services: Project delayed due to Covid-19 lock down (May 2020) [D290] Manager: Civil Engineering Services: Project delayed due to Covid-19 lock down (June 2020)	[D290] Manager: Civil Engineering Services: Project will continue after lock down (April 2020) [D290] Manager: Civil Engineering Services: Project is continuing (May 2020) [D290] Manager: Civil Engineering Services: Lock down created a slower expenditure. Funds will be rolled over to the 2020/2021 Financial year. (June 2020)	95.00%	71.94%	O
TL30	Spend 95% of the total amount budgeted to replace the 11Kv switchgear of Ashton Main Substation by 30 June 2020 {{(Total actual expenditure for the project/Total amount budgeted for the project)x100}}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	99.96%	G2	[D291] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D291] Manager: Electrical Engineering Services: Project is completed. (May 2020) [D291] Manager: Electrical Engineering Services: Project completed. (June 2020)		95.00%	99.96%	G2
TL31	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line in Stockwill by 30 June 2020 {{(Total actual expenditure for the project/Total amount budgeted for the project)x100}}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	93.56%	O	[D292] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D292] Manager: Electrical Engineering Services: Project is completed. (May 2020) [D292] Manager: Electrical Engineering Services: Project is completed. (June 2020)	[D292] Manager: Electrical Engineering Services: Saving Incurred (June 2020)	95.00%	93.56%	O
TL32	Spend 95% of the total amount budgeted for the installation of the 11Kv switchgear in Brinks Substation by 30 June 2020 {{(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	92.93%	O	[D293] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D293] Manager: Electrical Engineering Services: Project is completed. (May 2020) [D293] Manager: Electrical Engineering Services: Project is completed. (June 2020)	[D293] Manager: Electrical Engineering Services: Saving incurred (June 2020)	95.00%	92.93%	O

TL33	Spend 95% of the total amount budgeted to replace 11Kv Oil Insulated Switchgears by 30 June 2020 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	91.33%	O	[D294] Manager: Electrical Engineering Services: Replace 11 kV Oil Insulated Switch-gear 1 & 3 - the contractor started with the installation of the switch-gear. Contractors will restart with the projects once the lock down period has ended. Replace 11 kV Oil Insulated Switch-gear 2 - Project is completed. Replace 11 kV Oil Switch-gear - Switch-gear has been ordered and will be installed in May/June 2020. Contractors will restart with the projects once the lock down period has ended. (April 2020) [D294] Manager: Electrical Engineering Services: Contractors are on site for projects: Replace 11kV Oil Insulated Switchgear 1; Replace 11kV Oil Insulated Switchgear 3; Replace 11kV Oil Switchgear Project completed - Replace 11kV Oil Insulated Switchgear 2 (May 2020) [D294] Manager: Electrical Engineering Services: Contractors are on site. Project was delayed due to Lock down. (June 2020)	[D294] Manager: Electrical Engineering Services: Contractor to complete the project in next FY. Funds will roll over to the 2020/2021 book year. (June 2020)	95.00%	91.33%	O
TL34	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line to Poortjieskloof by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	99.95%	G2	[D295] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D295] Manager: Electrical Engineering Services: Project is completed. (May 2020) [D295] Manager: Electrical Engineering Services: Project is completed. (June 2020)		95.00%	99.95%	G2
TL35	Spend 95% of the total amount budgeted to replace the 66Kv Switchgear (Goudmyn and Le Chasseur Substations) by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	65.19%	R	[D296] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D296] Manager: Electrical Engineering Services: Contractors are waiting for the delivering of equipment from overseas. (May 2020) [D296] Manager: Electrical Engineering Services: Contractors will continue with the project once the equipment is delivered from overseas. (June 2020)	[D296] Manager: Electrical Engineering Services: Contractors are waiting for the delivering of equipment from overseas. Funds will roll over to the 2020/2021 book year. (June 2020)	95.00%	65.19%	R



TL36	Spend 95% of the total amount budgeted to upgrade Bonnievale Main Substation by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	97.99%	G2	[D297] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D297] Manager: Electrical Engineering Services: Contractors are on site. (May 2020) [D297] Manager: Electrical Engineering Services: Project is completed. (June 2020)		95.00%	97.99%	G2
TL37	Spend 95% of the total amount budgeted to upgrade the 11Kv Cable Feeder from White Street Substation to Van Zyl Street Hospital Substation by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	90.35%	O	[D298] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D298] Manager: Electrical Engineering Services: Contractors are on site. (May 2020) [D298] Manager: Electrical Engineering Services: Contractors are on site. Funds will roll over to the 2020/2021 book year. (June	[D298] Manager: Electrical Engineering Services: Project was delayed due to Lock down. The rest of the funds will be rolled over to 2020/2021 financial year (June 2020)	95.00%	90.35%	O
TL39	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line at Goedemoed by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	64.00%	R	[D300] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D300] Manager: Electrical Engineering Services: Contractors are on site. (May 2020) [D300] Manager: Electrical Engineering Services: Contractors are on site. Funds will roll over to the 2020/2021 book year. (June	[D300] Manager: Electrical Engineering Services: Contractor restarted after lock down. All funds could not be spend and applied for roll-over of funds to the 2020/2021 financial year. (June 2020)	95.00%	64.00%	R
TL40	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line at Mc Gregor / Boesmansrivier by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	52.56%	R	[D301] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D301] Manager: Electrical Engineering Services: Contractors are on site. (May 2020) [D301] Manager: Electrical Engineering Services: Contractors are on site. Funds will roll over to the 2020/2021 book year. (June	[D301] Manager: Electrical Engineering Services: Contractor restarted after lock down. All funds could not be spend and applied for roll-over of funds to the 2020/2021 financial year. (June 2020)	95.00%	52.56%	R



TL41	Spend 95% of the total amount budgeted for the upgrade of the 11Kv Line at Buitekantstraat in McGregor by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	36.59%	R	[D302] Manager: Electrical Engineering Services: Contractors will restart with the project once the Lock Down period has ended. (April 2020) [D302] Manager: Electrical Engineering Services: Contractors are on site. (May 2020) [D302] Manager: Electrical Engineering Services: Contractors are on site. Funds will roll over to the 2020/2021 book year. (June 2020)	[D302] Manager: Electrical Engineering Services: Contractor restarted after lock down. All funds could not be spend and applied for roll-over of funds to the 2020/2021 financial year. (June 2020)	95.00%	36.59%	R
TL44	Spend 95% of the total amount budgeted for the upgrade of the public drop-off (McGregor) by 30 June 2020 {(Total actual expenditure for the projects/Total amount budgeted for the	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	89.40%	O	[D305] Manager: Solid Waste Management: Spend 89.87% of the total amount budgeted for the upgrade of the public drop-off (McGregor) (June 2020)	[D305] Manager: Solid Waste Management: The project has been completed. Saving Incurred (June 2020)	95.00%	89.40%	O
TL46	Spend 95% of the total amount budgeted for the upgrading of Muiskraalkop sewerage outflow by 30 June 2020 {(Total actual expenditure for the	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	48.08%	R	[D307] Manager: PMU: PROJECT UNDERTAKEN BY CIVIL ENGINEERING DEPARTMENT - F VAN TONDER (June 2020)	[D307] Manager: PMU: Saving incurred on staff cost. Work was done by internal user department. (June 2020)	95.00%	48.08%	R
TL47	Spend 95% of the total amount budgeted for the upgrade of the Ashton MRF by 30 June 2020 {(Total actual expenditure for the projects/Total amount	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	11.78%	R	[D308] Manager: Solid Waste Management: The Tender has been cancel due to Covid-19 lock down. (June 2020)	[D308] Manager: Solid Waste Management: The MRF has burnt down and the tender has been cancel. the tender will be re-advertised in the new financial year.	95.00%	11.78%	R
TL55	Number of formal residential properties that receive piped water that is connected to the municipal water infrastructure network and which are billed for water or have pre paid meters as at 30 June 2020	Number of residential properties which are billed for water or have pre paid meters	MUN837 report from the Promun financial system	14 500	14 211	O	[D384] Manager: Revenue Services: 14 211 formal HH received pipe water (June 2020)		14 500	14 211	O
TL56	Number of formal residential properties connected to the municipal electrical infrastructure network and which are billed for electricity or have pre paid meters as (Excluding Eskom areas) at 30	Number of residential properties which are billed for electricity or have pre paid meters (Excluding Eskom areas)	MUN837 report from the Promun financial system	15 500	17 062	G2	[D385] Manager: Revenue Services: 17 062 formal HH receives electricity (June 2020)		15 500	17 062	G2

TL57	Number of formal residential properties connected to the municipal waste water sanitation/sewerage network for sewerage service, irrespective of the number of water closets (toilets) and which are billed for sanitation/sewerage as at 30	Number of residential properties which are billed for sanitation/sewerage	MUN837 report from the Promun financial system	14 500	14 676	G2	[D386] Manager: Revenue Services: 14 676 H receives sewerage (June 2020)		14 500	14 676	G2
TL58	Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at 30 June 2020	Number of residential properties which are billed for refuse removal	MUN837 report from the Promun financial system	14 500	14 747	G2	[D387] Manager: Revenue Services: 14 747 HH receives refuse removal (June 2020)		14 500	14 747	G2
TL71	Upgrade the ablution facilities at Van Zyl Street Sports field by 30 June 2020	Ablution facilities at Van Zyl Street Sports field upgraded	Completion certificate	1	0	R	[D482] Manager: Community Facilities: Part of Tender 41/2019 has been awarded. Due to lockdown restrictions implemented dated, 27 March 2020. Scope of work cannot be completed before 30 June 2020, possible challenges identified in hindering project completion. (April 2020) [D482] Manager: Community Facilities: Van Zyl Street upgrading is part of T41/2019, awaiting for approval to roll over to 2020/2021 budget. Tender has been awarded. (June 2020)	[D482] Manager: Community Facilities: Project to be rolled over. (April 2020) [D482] Manager: Community Facilities: Funds could not be spend and applied for roll-over of funds to the 2020/2021 financial year. (June 2020)	1	0	R
TL72	Upgrade the sports ground in McGregor by 30 June 2020	Facilities upgraded at McGregor Sports field constructed	Completion certificate	1	0	R	[D483] Manager: Community Facilities: Tender 41/2019 has been awarded. Due to lockdown restrictions implemented dated, 27 March 2020. Scope of work cannot be completed before 30 June 2020, possible challenges identified in hindering project completion. (April 2020) [D483] Manager: Community Facilities: McGregor upgrading is part of T14/2019, awaiting for approval to roll over to 2020/2021 budget. Tender has been awarded. (June 2020)	[D483] Manager: Community Facilities: Project to be rolled over. (April 2020) [D483] Manager: Community Facilities: Funds could not be spend and applied for roll-over of funds to the 2020/2021 financial year. (June 2020)	1	0	R
TL73	Replace Sand Filter System at Dirky Uys Swimming Pool by 30 June 2020	Sand Filter System at Dirky Uys Swimming Pool replaced	Completion certificate	1	0	R	[D484] Manager: Community Facilities: Tender 26/2020 advert not placed due to Lockdown regulations implemented 27 March 2020. (April 2020) [D484] Manager: Community Facilities: T26/2020 Refurbishment of Sand Filter was removed from the budget due to COVID 19 shortfall experience. (June 2020)	[D484] Manager: Community Facilities: Project to be rolled over to new year. (April 2020) [D484] Manager: Community Facilities: Funds could not be spend and applied for roll-over of funds to the 2020/2021 financial year. (June 2020)	1	0	R

TL74	Submit the Sport and Recreation Framework to Council by 30 June 2020	Sport and Recreation Framework submitted	Proof of submission	1	1	G	[D485] Manager: Community Facilities: submitted Framework for review by Council. (April 2020) [D485] Manager: Community Facilities: Sport and Recreation Framework was submitted to the Council. (June 2020)	[D485] Manager: Community Facilities: review and submission (April 2020)	1	1	G
TL77	Spend 95% of the total amount budgeted for the Reconstruction of Wolhuter Street in Nkqubela by June 2020 {(Actual expenditure /approved budget allocation) x	% of budget spent	Capex Report	95.00%	95.57%	G2	[D488] Director: Strategy & Social Development: Project delayed due to lock down COVID 19 (April 2020) [D488] Director: Strategy & Social Development: See Capex attached (June 2020)		95.00%	95.57%	G2
TL78	Spend 95% of the total amount budgeted for the Upgrading of the bus route (August Street) in Nkqubela by June 2020 {(Actual expenditure /approved budget allocation) x 100}	% of budget spent	Capex Report	95.00%	112.66%	G2	[D489] Director: Strategy & Social Development: Project delayed due to COVID 19 (April 2020) [D489] Director: Strategy & Social Development: See capex attached (June 2020)		95.00%	112.66%	G2
TL80	Spend 95% of the total amount budgeted for the upgrading of the roads and storm water in Robertson Nkqubela by 30 June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Capex Report	95.00%	100.00%	G2	[D491] Manager: Civil Engineering Services: capex (April 2020) [D491] Manager: Civil Engineering Services: capex (May 2020) [D491] Manager: Civil Engineering Services: capex (June 2020)		95.00%	100.00%	G2

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

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <=	11
O	KPI Almost Met	75.000% <= Actual/Target <=	8
G	KPI Met	Actual meets Target	1
G2	KPI Well Met	100.001% <= Actual/Target <=	14
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
	<b>Total KPIs:</b>		<b>35</b>

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

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending June 2020					Overall Performance for Quarter ending June 2020 to Quarter ending June 2020		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective	Target	Actual	R

TL5	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2020	Number of job opportunities created through EPWP by 30 June 2020	Signed appointment contracts	150	10	R	[D94] Manager: Economic Development: 1 job opportunities were created (April 2020) [D94] Manager: Economic Development: see attachment , this participants where started in April , but i get there contracts after Ignite closed. (May 2020) [D94] Manager: Economic Development: attached, please find (June 2020)	[D94] Manager: Economic Development: 10 job opportunities were created for the last quarter. 489 job opportunities were created for the 2019/2020 Financial year while over-all target is 450 for the FY (June 2020)	150	10	R
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**Summary of Results: SO3: Promote an enabling environment for economic growth and decent employment**

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

**SO4: A responsive and accountable administration**

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending June 2020					Overall Performance for Quarter ending June 2020 to Quarter ending June 2020		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective	Target	Actual	R
TL1	Conduct two (2) formal evaluations of directors in	Number of formal evaluations conducted	Evaluation report and signed scoring sheets	0	0	N/A			0	0	N/A
TL2	The percentage of the municipal capital budget spent on projects as at 30 June 2020 {(Actual amount spent on capital projects excluding	% of capital budget spent	Monthly section 71 reports submitted and annual financial statements	95.00%	79.07%	O	[D19] Municipal Manager: The capital expenditure to date is 79.07% excluding capital orders of R8043482.13. (June 2020)	[D19] Municipal Manager: The capital expenditure to date is 79.07% excluding capital orders of R8043482.13. (June 2020)	95.00%	79.07%	O
TL3	Develop an Audit Action Plan from the final management report issued by the AG and submit to the Municipal Manager (MM) and Audit	Approved Audit Action Plan submitted to the MM and AC for approval by 31 January 2020	Approved Audit Action Plan by MM and AC, minutes of the meeting of AC	0	0	N/A			0	0	N/A
TL4	Develop a Risk Based Audit Plan and submit to the MM and AC by 30 June 2020	Risk Based Audit Plan developed and submitted to MM and AC by 30 June 2020	Submission of the Risk Based Audit Plan to MM and Minutes of AC meeting during which risk based audit plan was discussed	1	1	G	[D21] Chief Audit Executive: The Risk Based Internal Audit Plan was presented in the Audit and Performance Committee Meeting on 26 June 2020. The minutes of the meeting will be approved in the next A&PC meeting scheduled for 21 August 2020.		1	1	G
TL6	Submit the final reviewed IDP to Council by 31 May 2020	Final IDP submitted to Council by 31 May 2020	Minutes of council meeting during which	1	1	G	[D95] IDP Coordinator: IDP submitted to council (June 2020)		1	1	G

TL7	Submit the Mid-Year Performance Report in terms of Sect 72 of the MFMA to Council	Mid-Year Performance Report submitted to Council by 31 January 2020	Report and minutes of Council meetings during which the	0	0	N/A			0	0	N/A
TL8	Submit the draft Annual Report to Council by 31 January 2020	Draft Annual Report submitted to Council by 31 January 2020	Draft Annual Report document and Minutes of council meeting	0	0	N/A			0	0	N/A
TL9	Submit the Oversight Report on the Annual Report to Council by 31 March 2020	Oversight Report on the Annual Report submitted to Council by 31 March 2020	Oversight Report document and Minutes of council meeting	0	0	N/A			0	0	N/A
TL11	Submit the Top Layer SDBIP to the Mayor for approval within 14 days after the annual budget has been approved	Top Layer SDBIP submitted to the Mayor for approval within 14 days after the annual budget has been approved	Acknowledgement of receipt from the Mayor and approved Top layer SDBIP	1	1	G	[D100] Snr. Clerk: Performance management: TLSDBIP was submitted and signed by Mayor on (June 2020)		1	1	G
TL12	Spend 95% of the total amount budgeted to upgrade ICT Infrastructure by June 2020 {{Actual expenditure / by approved budget allocation} x 100}	% of budget spent by 30 June 2020	Monthly section 71 reports submitted and annual financial statements	95.00%	99.74%	G2			95.00%	99.74%	G2
TL14	Recycle 2000 tons of domestic waste by 30 June 2020	Number of tons of domestic waste recycled	Weighbridge Report	500	357.91	R	[D275] Manager: Solid Waste Management: Recycle 357.91 tons of domestic waste from 01 April 2020 till 30 June 2020. APRIL 2020 = 66.02 Ton MAY 2020 = 132.43 Ton JUNE 2020 = 159.46 Ton (June 2020)	[D275] Manager: Solid Waste Management: The waste facilities was close, due to lock down. No recycling could take place. (June 2020)	500	357.91	R
TL18	Limit unaccounted water to less than 15% as at 30 June 2020 {{Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold (incl free basic water) / Number of Kiloliters Water Purchased or Purified _ 100}	% unaccounted water captured in the report	Water Losses Excel database maintained by the Manager: Civil Engineering Services	15.00%	14.81%	B	[D279] Manager: Civil Engineering Services: Monthly Report April 2020 (April 2020) [D279] Manager: Civil Engineering Services: Monthly Report May 2020 (May 2020) [D279] Manager: Civil Engineering Services: MONTHLY REPORT JUNE (June 2020)		15.00%	14.81%	B
TL22	Complete the review of the SDF and submit to Council for approval by 31 May 2020	SDF submitted to Council	Approved SDF and Agenda of the Council meeting during which SDF was discussed	1	1	G	[D283] Manager: Town Planning: SDF submitted (May 2020)		1	1	G
TL48	Percentage of municipality's personnel budget actually spent on implementing its workplace skills plan measured as at 30 June 2020 {{Total Actual Training Expenditure/ Total Personnel Budget}x100}}	% of municipality's personnel budget actually spent on implementing its workplace skills plan	PROMUN financial system Annual Budget Variance report(Refer to Promun skills levy vote number)	1.00%	0.95%	O	[D181] Manager: Human Resources: 94.85 of the allocated budget has been spent on workplace skills plan (June 2020)		1.00%	0.95%	O



TL49	Arranged and attend the monthly meetings of ward committees	Number of monthly ward committee meetings held	Minutes of Ward Committee meetings	26	0	R	[D182] Manager: Governance Support: No meeting due to lock down (April 2020) [D182] Manager: Governance Support: No meetings due to Lock down (May 2020) [D182] Manager: Governance Support: No meetings could take place due to lock down (June 2020)	[D182] Manager: Governance Support: All meetings will after lock down (April 2020) [D182] Manager: Governance Support: Meetings will commence when Lock Down is lifted (May 2020) [D182] Manager: Governance Support: Will resume after lock down (June 2020)	26	0	R
TL50	Spend 95% of the total amount budgeted for the upgrade and alteration of the municipal offices by 30 June 2020 {(Actual expenditure / Approved budget allocation)x100}	% of budget spent	Report from the Promun financial system	95.00%	20.69%	R	[D183] Manager: Administrative Support: Contractor could not proceed with work due to lockdown (May 2020) [D183] Manager: Administrative Support: The quotation for the fencing was not approved by the Municipal Manager. The new quotation served during Marc 2020 before the BAC but due to the lock down the contractor could not do the job (June 2020)	[D183] Manager: Administrative Support: Contractor could not proceed with work due to lockdown (May 2020) [D183] Manager: Administrative Support: Due to lock down the contractor could not proceed with the project. The tender will be re-advertised in the 2020/2021 financial year. (June 2020)	95.00%	20.69%	R
TL51	Spend 95% of the total amount budgeted for the purchase of office furniture & office equipment by 30 June 2020 {(Actual expenditure / Approved budget allocation)x100}	% of budget spent	Report from the Promun financial system	95.00%	99.83%	G2	[D184] Manager: Administrative Support: Equipment was purchased within budget (May 2020) [D184] Manager: Administrative Support: Equipment were purchased within budget (June 2020)		95.00%	99.83%	G2
TL52	Number of people from the EE target groups employed in the 3 highest levels of management in compliance with the approved EE plan	Number of people from the EE target groups employed in the highest 3 levels of management	Appointment letter and approval dates for the filling of the vacancy	1	1	G	[D185] Manager: Human Resources: Appointment of Senior Manager: Office of the municipal manager (June 2020)		1	1	G
TL53	Report monthly to the Municipal Manager on all property contracts	Number of reports submitted to the Municipal Manager	Proof of submission to the MM	3	3	G	[D186] Manager: Administrative Support: not applicable (May 2020) [D186] Manager: Administrative Support: Submits monthly report to Director whereafter he submits report to MM (June 2020)	[D186] Manager: Administrative Support: no target (May 2020)	3	3	G
TL54	Spend 95% of the amount budgeted for the purchase of a Prolazer 4 Speed Camera by 30 June 2020 {(Actual expenditure / Approved budget	% of the budget spent	Report from the Promun financial system	95.00%	0.00%	R	[D187] Manager: Traffic Services: Due to COVID 19 and the lock down the process could not be finalised and was cancelled (June 2020)	[D187] Manager: Traffic Services: Tender will be re-advertised in the 2020/2021 financial year. (June 2020)	95.00%	0.00%	R
TL69	Review the Disaster Management Plan and submit the draft for assessment to the District Municipality by 31 March 2020	Plan reviewed and submitted	Proof of submission to the District	0	0	N/A			0	0	N/A

TL75	Submit the Sport Policy to Council by 30 June 2020	Sport Policy submitted	Proof of submission	1	1	G	[D486] Manager: Community Facilities: submitted policy framework which describes the sport policy. (April 2020) [D486] Manager: Community Facilities: Sport Policy was submitted to the Council. (June 2020)	[D486] Manager: Community Facilities: submitted (April 2020)	1	1	G
TL76	Submit the Land Invasion Policy to Council by 30 June 2020	Land Invasion Policy submitted	Proof of submission	1	0	R	[D487] Manager: Housing Administration: Not Applicable (April 2020) [D487] Manager: Housing Administration: Not Applicable (May 2020) [D487] Manager: Housing Administration: Not Applicable (June 2020)	[D487] Manager: Housing Administration: A draft Land Invasion Policy was presented at a SMT on 20 November 2019. Due to Covid 19 - lockdown a Workshop for further inputs and discussion with housing officials could not be arranged. New date for Workshop will be arranged in new financial year. 1 (June 2020)	1	0	R
TL79	Spend 95% of the total amount budgeted for the purchase of machinery and equipment by June 2020 {(Actual expenditure /approved budget allocation) x 100}	% of budget spent	Capex Report	95.00%	0.00%	R	[D490] Senior Network Administrator: All tenders were cancelled due to COVID 19 - lock down (June 2020)	[D490] Senior Network Administrator: Due to lock down, tender was not accepted. Tender will be advertised in the new financial year (June 2020)	95.00%	0.00%	R

**Summary of Results: SO4: A responsive and accountable administration**

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	6
R	KPI Not Met	0% <= Actual/Target <=	6
O	KPI Almost Met	75.000% <= Actual/Target <=	2
G	KPI Met	Actual meets Target	7
G2	KPI Well Met	100.001% <= Actual/Target <=	2
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
<b>Total KPIs:</b>			<b>24</b>

**SO5: Adherence to all laws and regulations applicable to LG**

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	Quarter ending June 2020					Overall Performance for Quarter ending June 2020 to Quarter ending June 2020		
				Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective	Target	Actual	R



TL15	Spend 95% of the total amount budgeted for the replacement and repair on the electricity network by June 2020 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Monthly CAPEX report received from the Finance Department	95.00%	105.74%	G2	[D276] Manager: Electrical Engineering Services: The percentage for replacement and repairs of the network is 80.11% for March 2020. (April 2020) [D276] Manager: Electrical Engineering Services: The percentage for replacement and repairs of the network is 80.11% for May 2020. (May 2020) [D276] Manager: Electrical Engineering Services: The percentage for replacement and repairs of the network is 105.74% for June 2020. (June 2020)		95.00%	105.74%	G2
TL23	80% of effluent samples comply with permit values {(Number of effluent samples that comply with permit values/Number of effluent samples tested)x100}	% of effluent samples compliant	Lab results from AL Abbot	80.00%	59.06%	R	[D284] Manager: Civil Engineering Services: green drop results (April 2020) [D284] Manager: Civil Engineering Services: green drop results (May 2020) [D284] Manager: Civil Engineering Services: green drop results (June 2020)		80.00%	59.06%	R
TL59	Provide free basic water to indigent households as at 30 June 2020	Number of indigent households receiving free basic water	Mun837 report from the Promun financial system	6 000	6 516	G2	[D388] Manager: Revenue Services: 6 516 Indigent HH receives free basic water (June 2020)		6 000	6 516	G2
TL60	Provide free basic electricity to indigent households as at 30 June 2020	Number of indigent households receiving free basic electricity	Mun837 report from the Promun financial system	6 800	6 704	O	[D389] Manager: Revenue Services: 6 704 Indigent HH receives free basic electricity (June 2020)		6 800	6 704	O
TL61	Provide free basic sanitation to indigent households as at 30 June 2020	Number of indigent households receiving free basic sanitation services	Mun837 report from the Promun financial system	6 800	6 585	O	[D390] Manager: Revenue Services: 6 585 Indigent HH receives free basic sanitation (June 2020)		6 800	6 585	O
TL62	Provide free basic refuse removal to indigent households as at 30 June 2020	Number of indigent households receiving free basic refuse removal services	Mun837 report from the Promun financial system	6 800	6 593	O	[D391] Manager: Revenue Services: 6 593 Indigent HH receives free basic refuse removal services (June 2020)		6 800	6 593	O
TL63	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2020 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / (Total Operating Revenue	% of debt coverage	Annual financial statements	5.00%	0.00%	B	[D392] Manager: Budget and Support Services: Information will be ready by 31 Aug when we submit AFS (June 2020)	[D392] Manager: Budget and Support Services: The municipality is currently, in terms of S 126 (1) (a) of the MFMA, preparing the annual financial statements for the financial period ended 30 June 2020 and the information available for June 2020 is not a true reflection of the financial position of the municipality as a lot of year-end journals and processes must still be finalised which will influence the final financial results. (June 2020)	5.00%	0.00%	B

TL64	Financial viability measured in terms of the outstanding service debtors as at 30 June 2020 (Total outstanding service debtors/ revenue received for services)	% of outstanding service debtors	Annual financial statements	12.00%	0.00%	B	[D393] Manager: Budget and Support Services: Information will be ready by 31 Aug 2020 when AFS will be submitted (June 2020)	[D393] Manager: Budget and Support Services: The municipality is currently, in terms of S 126 (1) (a) of the MFMA, preparing the annual financial statements for the financial period ended 30 June 2020 and the information available for June 2020 is not a true reflection of the financial position of the municipality as a lot of year-end journals and processes must still be finalised which will influence the final financial results. (June 2020)	12.00%	0.00%	B
TL65	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2020 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excl	Number of months it takes to cover fix operating expenditure with available cash	Annual financial statements	2	0	R	[D394] Manager: Budget and Support Services: Information will be ready by 31 August 2020 when AFS will be submitted (June 2020)	[D394] Manager: Budget and Support Services: The municipality is currently, in terms of S 126 (1) (a) of the MFMA, preparing the annual financial statements for the financial period ended 30 June 2020 and the information available for June 2020 is not a true reflection of the financial position of the municipality as a lot of year-end journals and processes must still be finalised which will influence the final financial results. (June 2020)	2	0	R
TL66	Submit the final annual budget to Council by 31 May 2020	Final budget submitted to Council	Minutes of council meeting during which the Budget was submitted for approval	1	1	G	[D395] Manager: Budget and Support Services: Budget was approved by council on 28 May 2020 (May 2020)		1	1	G
TL67	Submit monthly reports in terms of Section 71 of the MFMA to Council	Number of reports submitted to Council	Minutes of council meeting during which report was discussed	3	3	G	[D396] Manager: Budget and Support Services: Section 71 report has been submitted to Council and sent via e-mail to the Executive Mayor on 15 May 2020 (April 2020) [D396] Manager: Budget and Support Services: Section 71 for May 2020 has been submitted to Council (May 2020) [D396] Manager: Budget and Support Services: Section 71 and 52(d)report for June has been submitted to Council and sent via e-mail to the Executive Mayor on 14 July 2020 (June 2020)	[D396] Manager: Budget and Support Services: The municipality is currently, in terms of S 126 (1) (a) of the MFMA, preparing the annual financial statements for the financial period ended 30 June 2020 and the information available for June 2020 is not a true reflection of the financial position of the municipality as a lot of year-end journals and processes must still be finalised which will influence the final financial results. This report represents the progress as at 14 July 2020 with relation to the year-end finalisation of 30 June 2020. (June 2020)	3	3	G

TL68	Achieve a debtor payment percentage of 98% as at 30 June 2020 ((Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue) x 100	Payment % achieved	Annual financial statements	95.00%	113.56%	G2	[D397] Manager: Budget and Support Services: 113.56% payment received for June 2020 (June 2020)	[D397] Manager: Budget and Support Services: The municipality is currently, in terms of S 126 (1) (a) of the MFMA, preparing the annual financial statements for the financial period ended 30 June 2020 and the information available for June 2020 is not a true reflection of the financial position of the municipality as a lot of year-end journals and processes must still be finalised which will influence the final financial results. (June 2020)	95.00%	113.56%	G2
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#### Summary of Results: SO5: Adherence to all laws and regulations applicable to LG

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <=	2
O	KPI Almost Met	75.000% <= Actual/Target <=	3
G	KPI Met	Actual meets Target	2
G2	KPI Well Met	100.001% <= Actual/Target <=	3
B	KPI Extremely Well Met	150.000% <= Actual/Target	2
	<b>Total KPIs:</b>		<b>12</b>

#### Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	6
R	KPI Not Met	0% <= Actual/Target <=	21
O	KPI Almost Met	75.000% <= Actual/Target <=	13
G	KPI Met	Actual meets Target	10
G2	KPI Well Met	100.001% <= Actual/Target <=	19
B	KPI Extremely Well Met	150.000% <= Actual/Target	4
	<b>Total KPIs:</b>		<b>73</b>