

LAINGSBURG MUNICIPALITY

SECTION 52 REPORT

QUARTERLY PERFORMANCE

ASSESSMENT REPORT - Q 2

01 October – 31 December 2016



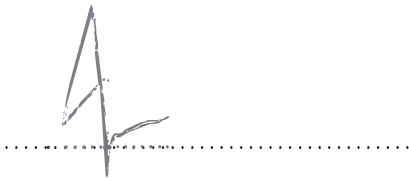
Contents

1	Purpose	4
2	Non- Financial Performance Report	4
2.1	Legislative Requirements.....	4
2.2	Background to the format of SDBIP.....	6
2.3	Monitoring and Evaluation	8
3	Actual Performance for the 2 nd Quarter.....	9
3.1	Overall Performance of the Municipality	9
4	Financial Performance Report.....	11
4.1	Legislative Framework	11
4.2	Legislative Requirements.....	12
4.4	Other relevant information	13
5	IN YEAR BUDGET STATEMENT TABLES	16
5.2	Table C2: Financial Performance (Standard Classification)	17
5.3	Table C3: Financial Performance (Revenue and Expenditure by Municipal Vote)	18
5.4	Table C4: Financial Performance (Revenue and Expenditure)	19
5.5	Table C5: Capital Expenditure (Municipal Vote, Standard Classification and Funding)	20
5.6	Table C6: Financial Position	21
5.7	Table C7: Cash Flow	22
6.	Supporting Documents.....	23
6.1	Table SC1: Material variance explanations.....	23
6.2	Performance Indicators.....	24
6.3	Debtors Analysis.....	25
6.4	Creditors Analysis.....	25
6.5	Transfers and Grants	26
6.6	Councillor and Staff Benefits	27
6.7	Monthly Cash Flows.....	28
7.	Portfolio of Evidence.....	29
8.	Down Cascading of Performance Management.....	29
9.	Recommendations	29
10.	Conclusion.....	30

QUALITY CERTIFICATE

I, Pedro Allan Williams the municipal manager of Laingsburg Local Municipality, here certify that quarterly report on the implementation of the budget and financial state affairs

For the period of 1 October 2016 until 31 December 2016 has been prepared in accordance of the Municipal Finance Management Act and regulations made under the Act.

A handwritten signature in blue ink, appearing to be 'PA Williams', is written over a horizontal dotted line.

PA WILLIAMS

MUNICIPAL MANAGER

17 JANUARY 2017

1 Purpose

The purpose of this report is to inform Council regarding the progress made with the implementation of Key Performance Indicators (KPI's) in the realisation of the developmental priorities and strategic objectives as determined in the Municipality's Integrated Development Plan (IDP) as well as in the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) for the 2nd quarter (01 October 2016 – 31 October 2016) of the 2016/2017 financial year.

2 Non- Financial Performance Report

2.1 Legislative Requirements

The Municipal Systems Act (MSA), 2000 requires municipalities to establish a performance management system. Further, the MSA and the Municipal Finance Management Act (MFMA) requires the Integrated Development Plan (IDP) to be aligned to the municipal budget and to be monitored for the performance of the budget against the IDP via the Service Delivery and the Budget Implementation Plan (SDBIP).

In addition, Regulation 7 (1) of the Local Government: Municipal Planning and Performance Management Regulations, 2001 states that "A Municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organised and managed, including determining the roles of the different role players." Performance management is not only relevant to the organisation as a whole, but also to the individuals employed in the organization as well as the external service providers and the Municipal Entities. This framework, inter alia, reflects the linkage between the IDP, Budget, SDBIP and individual and service provider performance.

Definition of Performance Management

Performance management is a process which measures the implementation of the organisation's strategy. It is also a management tool to plan, monitor, measure and review performance indicators to ensure efficiency, effectiveness and the impact of service delivery by the municipality.

Institutionalising Performance Management

At local government level performance management is institutionalized through the

legislative requirements on the performance management process for Local Government. Performance management provides the mechanism to measure whether the strategic goals, set by the organisation and its employees, are met.

The constitution of S.A (1996), section 152, dealing with the objectives of local government paves the way for performance management with the requirements for an “accountable government”. The democratic values and principles in terms of section 195 (1) are also linked with the concept of performance management, with reference to the principles of inter alia:

- the promotion of efficient, economic and effective use of resources,
- accountable public administration
- to be transparent by providing information,
- to be responsive to the needs of the community,
- and to facilitate a culture of public service and accountability amongst staff.

Strategic Performance

This report highlight the strategic performance in terms of the municipality’s Top Layer Service Delivery Budget Implementation Plan (SDBIP), high level performance in terms of the IDP Strategic objectives, performance on the National Key Performance Indicators prescribed in terms of Regulation 796. Details regarding specific basic service delivery targets, achievements and challenges will be included in the Annual Report of the municipality.

Definition of Service Delivery Budget Implementation Plan

The SDBIP is defined in terms of Section 1 of the Municipal Finance Management Act (MFMA), no. 56 of 2003, and the format of the SDBIP is prescribed by MFMA Circular 13.

Section 41(1) (e) of the Municipal Systems Act (MSA), no 32 of 2000, prescribes that a process must be established of regular reporting to Council. The Report is a requirement in terms of section 52 of the Local Government: Municipal Financial Management Act, no. 56 of 2003 which provide for:

- a) The Executive Mayor, to submit to council within 30 days of the end of each quarter, a report on the implementation of the budget and financial state of affairs of the municipality;
- b) The Accounting Officer, while conducting the above, must take into account:
 - Section 71 Reports;

- Performance in line with the Service Delivery & Budget Implementation Plans.

The IDP and the Budget

The reviewed IDP and the budget for 2016/17 were approved by Council on 26 May 2016. The IDP process and the performance management process are integrated. The IDP fulfils the planning stage of performance management. Performance management in turn, fulfils the implementation management, monitoring and evaluation of the IDP.

Municipal Scorecard

The municipal scorecard (Top Layer SDBIP) consolidate service delivery targets set by Council / senior management and provide an overall picture of performance for the municipality as a whole, reflecting performance on its strategic priorities. Components of the Top Layer SDBIP include:

- One-year detailed plan, but should include a three-year capital plan
- The 5 necessary components includes:
- Monthly projections of revenue to be collected for each source
- Expected revenue to be collected NOT billed
- Monthly projections of expenditure (operating and capital) and revenue for each vote
- Section 71 format (Monthly budget statements)
- Quarterly projections of service delivery targets and performance indicators for each vote
- Non-financial measurable performance objectives in the form of targets and indicators
- Output not input / internal management objectives
- Level and standard of service being provided to the community
- Ward information for expenditure and service delivery
- Detailed capital project plan broken down by ward over three years

2.2 Background to the format of SDBIP

The Municipality's SDBIP consists of a Top Layer (TL) as well as a Departmental Plan for each individual Department. For purposes of reporting, the TL SDBIP is used to report to Council and the Community on the organisational performance of the

Municipality. The TL SDBIP measure the achievement of performance indicators with regards to the provision of basic services as prescribed in Section 10 of the Local Government: Municipal Planning and Performance Regulations of 2001, National Key Performance Areas and Strategic Objectives as detailed in the Integrated Development Plan (IDP) of the Laingsburg Local Municipality (LLM).

The Top Layer SDBIP was approved by the Mayor on the 6th of June 2016. The Departmental SDBIP's measure the achievement of performance indicators that have been determined with regard to operational service delivery within each department and have been aligned with the Top Layer SDBIP. The Departmental Plans have been approved by the Municipal Manager. This Quarterly Performance Assessment Report are based on the seven (7) Strategic Objectives of the municipality.

The overall assessment of actual performance against targets set for the key performance indicators as documented in the SDBIP is illustrated in terms of the following assessment methodology:

Colour	Category	Explanation
	KPI Not Yet Measured	KPI's with no targets or actual results for the selected period
	KPI Not Met	Actual vs. target less than 75%
	KPI Almost Met	Actual vs. target between 75% and 100%
	KPI Met	Actual vs. target 100% achieved
	KPI Well Met	Actual vs. target more than 100% and less than 150% achieved
	KPI Extremely Well Met	Actual vs. target more than 150% achieved

Table 3. 1: SDBIP Measurement Categories

The Performance Management System is an internet based system and it uses the Service Delivery Budget Implementation Plan (SDBIP) which is approved as its basis. The SDBIP is a layered plan comprising Top Layer SDBIP and Departmental SDBIPs. The performance reporting on the top layer SDBIP is done to Council on a quarterly, half

yearly (Mid-year Budget and Performance Assessment Report) and annual basis. Annual amendments to the Top Layer SDBIP must be approved by Council following the submission of the Mid-year Budget and Performance Assessment Report as well as the approved adjustment budget.

This non-financial part of the report is based on the Top Layer SDBIP and comprises the following;

- Summary of the quarterly performance of the Municipality in terms of the seven
(7) Municipal Strategic Objective; and
- A detailed performance review per Municipal directorate.

2.3 Monitoring and Evaluation

The performance is monitored and evaluated via the SDBIP system. The web based system sent automated e-mails to the users of the system as a reminder to all staff responsible for updating their actual performance against key performance indicator targets every month for the previous month's performance.

The system close every month between the 10th to the 15th day for updates of the previous month's actual performance as a control measure to ensure that performance is updated and monitored on a monthly basis. No access is available to a month's performance indicators after closure of the system. This is to ensure that the level of performance is consistent for a particular period in the various levels at which reporting take place. Departments must motivate to the Municipal Manager should they require the system to be re-opened once the system is closed.

The system provides management information in tables and graphs, indicating actual performance against targets. The graphs provide a good indication of performance progress and where corrective action is required.

The system requires key performance indicator owners to update performance comment for each actual captured, which provides a clear indication of how the actual was calculated/ reached and serves as part of the portfolio of evidence for audit purposes.

In terms of Section 46(1) (a) (iii) of the Municipal Systems Act the Municipality must reflect annually in the Annual Performance Report on measures taken to improve performance, in other words targets not achieved. The system utilised requires corrective actions to be captured for targets not achieved.

3 Actual Performance for the 2nd Quarter

The purpose of strategic performance reporting is to report specifically on the implementation and achievement of IDP outcomes. This section provides an overview on the strategic achievement of the municipality in terms of the strategic intent and deliverables achieved as stated in the IDP. The Top Layer (strategic) SDBIP is the municipality's strategic plan and shows the strategic alignment between the different documents. (IDP, Budget and Performance Agreements)

The Top Layer SDBIP contains performance indicators per Municipal Key Performance Area and comments with corrective measures with regard to indicators not achieved. A detailed analysis of actual performance for the third quarter of the financial year 2016/2017 is provided for in section 6 of this report.

Overall performance (dashboard) per National and Municipal Key Performance Area will be provided for in section 6 of this report.

3.1 Overall Performance of the Municipality

The following graphs illustrate the overall performance of the LLM measured in terms of the Top Layer (strategic) SDBIP 2016/2017(first quarter).

The performance is also measured and reported on; per National and Municipal Key Performance Area.

The following graphs and tables give an overview on performance per directorate for the term under review (01 October 2016 to 31 December 2016).

Departmental SDBIP Report

Report drawn on 13 January 2017 at 14:47
for the months of July 2016 to December 2016.

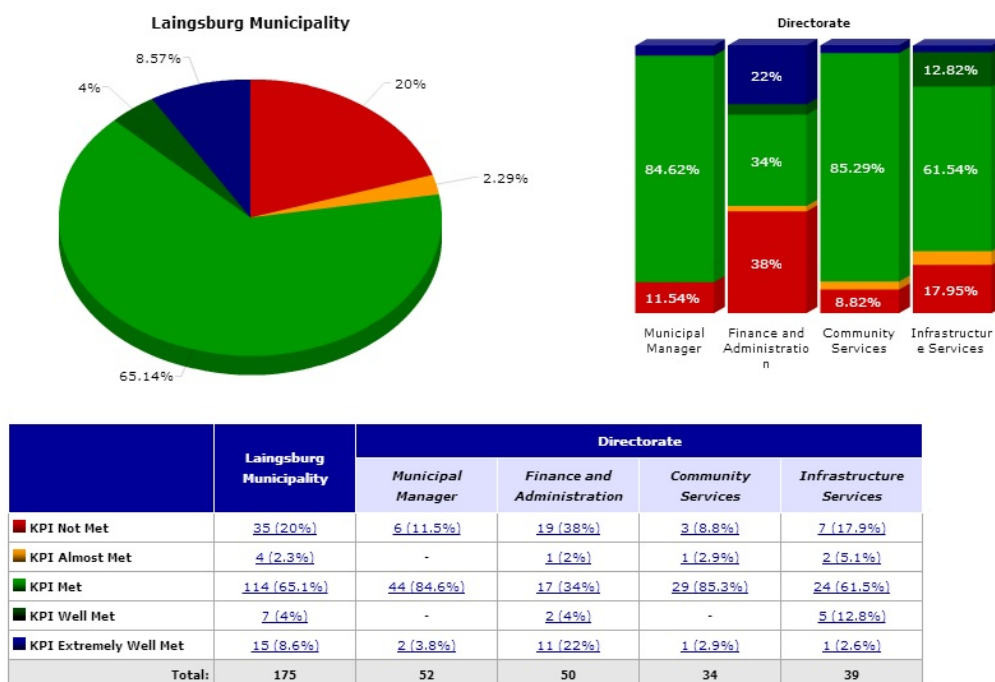


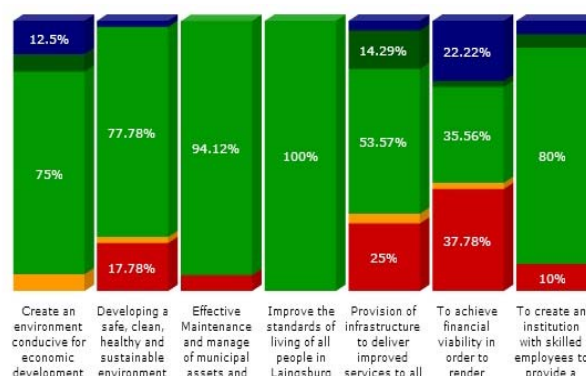
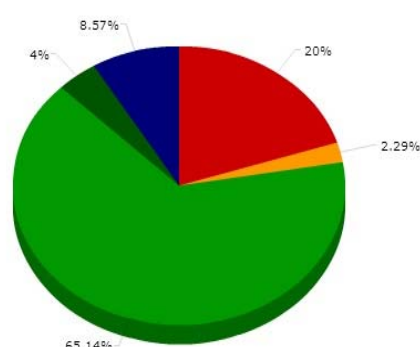
Diagram 3.1 Departmental KPI's Performance

The above diagram illustrates that 35 KPI's which counts for 20% of KPI's was not met falling in four (4) directorates of the municipality, and 4 KPI's was almost met counting for 2.3% of the 175 DL KPI's. The municipality further performed exceptional with regards to 22 KPI's (12.6%) that was well met and extremely well met.

During the recent audit there were no material findings on the report on predetermined objectives concerning the usefulness and reliability of the information. Laingsburg Municipality has once more received an unqualified audit opinion.

The next diagrams outline municipal performance in line with the seven (7) Pre-Determined Objectives of the municipality. Summarising institutional performance in achieving the municipal vision:

Laingsburg Municipality SDBIP Report in line with PDO's Achievements



	Laingsburg Municipality	Pre-determined Objectives						
		Create an environment conducive for economic development	Developing a safe, clean, healthy and sustainable environment for communities	Effective Maintenance and manage of municipal assets and natural resources	Improve the standards of living of all people in Laingsburg	Provision of infrastructure to deliver improved services to all residents and business	To achieve financial viability in order to render affordable services to residents	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values
KPI Not Met	35 (20%)	-	8 (17.8%)	1 (5.9%)	-	7 (25%)	17 (37.8%)	2 (10%)
KPI Almost Met	4 (2.3%)	1 (6.3%)	1 (2.2%)	-	-	1 (3.6%)	1 (2.2%)	-
KPI Met	114 (65.1%)	12 (75%)	35 (77.8%)	16 (94.1%)	4 (100%)	15 (53.6%)	16 (35.6%)	16 (80%)
KPI Well Met	7 (4%)	1 (6.3%)	-	-	-	4 (14.3%)	1 (2.2%)	1 (5%)
KPI Extremely Well Met	15 (8.6%)	2 (12.5%)	1 (2.2%)	-	-	1 (3.6%)	10 (22.2%)	1 (5%)
Total:	175	16	45	17	4	28	45	20

Diagram 3.2 KPI Performance vs Pre-determined Objectives

The above diagrams give a reflection on strategic performance in line with Pre-Determined Objectives (PDO's) set by council in the municipal strategic objectives.

Four (4) of the seven (7) PDO's reflects good reporting results but 3 of the PDO's require intervention, it is linked to the Finance and Corporate Services and Community Services.

4 Financial Performance Report

4.1 Legislative Framework

The Municipal Budget and Reporting Regulations (MBRR) are designed to achieve a range of objectives, including improving the local government sphere's ability to deliver basic services by facilitating improved financial

sustainability and better medium term planning and policy choices on services delivery.

This report has been prepared in terms of the following legislative framework:

- The Municipal Finance Management Act – No. 56 of 2003, Sections 71 & 52,
- And The Municipal Budget and Reporting Regulations

The MBRR highlights the format of the monthly budget statements.

“28. the monthly budget statement of a Municipality must be in the format specified in Schedule C and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of section 168(1) of the Act.”

The objective of these Regulations is to secure sound and sustainable management of the budgeting and reporting practices of Municipalities by establishing uniform norms and standards and other requirements for ensuring transparency, accountability and appropriate lines of responsibility in the budgeting and reporting process and other relevant matters as required by the Act.

4.2 Legislative Requirements

In accordance with Section 52(d) of the Act, I submit a report to the Council within 30 days after the end of each quarter on the implementation of the budget and the financial state of affairs of the Laingsburg Municipality.

The submission of this report forms part of the general responsibilities of the Mayor of a Municipality, and is intended to inform and enable the Council to fulfil its oversight responsibility.

The section 52 report on the implementation of the budget and the financial affairs of the Municipality is prepared as required by the MFMA.

The quarterly financial information has already been presented in the section 71, monthly budget statement for December 2016. The monthly and quarterly reports for December 2016 should be read in conjunction with one another.

4.3 Financial problems or risks facing the Municipality

There are no serious financial problems facing the Municipality. Operating revenues and expenditures to date remain in line with the projected year to date budgets taking accruals and prior year trends into account.

The new financial year started on 1 July 2016, and no major spending has occurred during the financial year.

The availability of grants funding is limited and a large portion of the MIG is still unspent due to various reasons.

The cash flow of the municipality is currently under extreme pressure. Reasons for this are the growth in debtors, the new housing project that was completed and most of the new consumers are on the indigent lists but the equitable share grant did not increase in the same proportion.

It will be necessary to monitor spending very closely and more attention to the collection of outstanding amounts must be given.

4.4 Other relevant information

Year-to-date revenue raised is 104.8% of the projected year-to-date budget for the second quarter. Operating expenditure incurred amounts to 84.7% of year-to-date budget.

The Table below illustrates an overview of the Budget implementation of Laingsburg Municipality for the quarter ended December 2016.

R thousands	Original Budget	Adjusted Budget	YTD Actual	YTD %
Total Revenue (Incl. Capital transfers and contributions)	86 854	86 854	45 358	52.22
Total Expenditure	95 598	95 598	37 083	38.79
Depreciation	12 303	12 303	-0	-
Surplus (Deficit) (Exl Capital transfers)	-8 744	-8 744	8 274	(94.63)
Capital Expenditure				
<i>Sources of Finance</i>				
Transfers from Grants	13 160	13 160	4 833	36.72
<i>Government</i>	<i>13 160</i>	<i>13 160</i>	<i>4 833</i>	<i>36.72</i>
Transfers from Internal funds	1 543	1 543	56	3.63
Capital Expenditure	14 703	14 703	4 889	33.25

4.5 Operating Revenue

The Municipality has generated 51.5% or R40, 548 million of the Budgeted Revenue to date which exceeds the budgeted amounts. During the financial year operating grants totaling R8, 363 million were received. The largest part of the grants received forms part of the Equitable Share Allocation for the financial year.

4.6 Operating Expenditure

For the quarter ending December 2016, the Municipality managed to spend within the budgeted norms. An amount of R R37, 083 million or 38, 8% have been spent to date.

4.7 Capital Expenditure

The Municipality has incurred R56 157 or 3.6% of the internal funded Capital

Budget to date. The external spending for the second quarter totals to R4, 889 million to date.

4.8 Cash Flow

The Municipality started off with a cash flow balance of R9, 964 million at the beginning of the year and increased it with R641 000. The closing balance for this quarter is R10, 605 million. The increase in cash flow is due to the receipt of the operational grants. The Municipal Cash flow is mainly from Operating Activities as no Borrowing or Investments are budgeted for the 2016/2017 financial year.

4.9 Debtors

The Outstanding Debtors of the Municipality amounts to R R6, 786 million for the quarter ending December 2016. The outstanding debt for more than 90 days amounts to 56.12%. The payment rate for 2015/2016 financial year was 105%. For the financial year to date the payment rate is 92.97%. This is a decrease since the previous financial year. The Municipality is fully implementing the Debt Collection and Credit Control Policy. It should be noted that the Municipal debt collection and credit control policy was last revised during August 2013.

4.10 Creditors

Total outstanding creditors amount to R7 853 for the quarter ending December 2016. All the outstanding amounts are within the 30 days outstanding categories which is compliant with Section 65 of the MFMA. Cases occur where suppliers issue their invoices more than 30 days after the date of the invoice, for payment, but in most cases the payments are made at presentation of the invoices.

5 IN YEAR BUDGET STATEMENT TABLES

The following tables outline performance against the budget;

5.1 Table C1: Summary

WC051 Laingsburg - Table C1 Monthly Budget Statement Summary - Q2 Second Quarter

Description	2015/16	Budget Year 2016/17							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	3 129	4 004	4 004	116	3 706	2 202	1 503	68%	4 004
Service charges	15 324	16 567	16 567	4 079	8 459	8 086	373	5%	16 567
Investment revenue	1 429	1 119	1 119	234	402	560	(158)	-28%	1 119
Transfers recognised - operational	18 084	18 429	18 429	2 819	8 363	8 488	(125)	-1%	18 429
Other own revenue	23 063	38 575	38 575	6 706	19 619	19 329	290	2%	38 575
Total Revenue (excluding capital transfers and contributions)	61 030	78 695	78 695	13 954	40 548	38 665	1 883	5%	78 695
Employee costs	15 198	20 664	20 664	4 546	9 327	10 430	(1 103)	-11%	20 664
Remuneration of Councillors	2 408	2 619	2 619	602	1 249	1 283	(34)	-3%	2 619
Depreciation & asset impairment	9 275	12 303	12 303	-	(0)	1 698	(1 698)	-100%	12 303
Finance charges	-	-	-	-	-	-	-	-	-
Materials and bulk purchases	7 487	8 713	8 713	2 225	4 107	4 687	(580)	-12%	8 713
Transfers and grants	35 659	4 559	4 559	643	1 290	2 440	(1 150)	-	4 559
Other expenditure	32 010	46 740	46 740	9 773	21 110	23 244	(2 134)	-9%	46 740
Total Expenditure	102 038	95 598	95 598	17 790	37 083	43 782	(6 698)	-15%	95 598
Surplus/(Deficit)	(41 008)	(16 903)	(16 903)	(3 836)	3 465	(5 117)	8 582	-168%	(16 903)
Transfers recognised - capital	29 323	8 159	8 159	4 809	4 809	4 658	151	3%	8 159
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	(11 685)	(8 744)	(8 744)	974	8 274	(459)	8 733	-1905%	(8 744)
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	(11 685)	(8 744)	(8 744)	974	8 274	(459)	8 733	-1905%	(8 744)
Capital expenditure & funds sources									
Capital expenditure	25 889	14 703	14 703	3 027	4 889	6 353	(1 464)	-23%	14 703
Capital transfers recognised	25 720	13 160	13 160	2 999	4 833	5 160	(327)	-6%	13 160
Public contributions & donations	-	-	-	-	-	-	-	-	-
Borrowing	-	-	-	-	-	-	-	-	-
Internally generated funds	168	1 543	1 543	27	56	1 193	(1 137)	-95%	1 543
Total sources of capital funds	25 889	14 703	14 703	3 027	4 889	6 353	(1 464)	-23%	14 703
Financial position									
Total current assets	18 711	17 729	17 729		23 466				17 729
Total non current assets	152 413	161 963	161 963		166 853				161 963
Total current liabilities	7 003	14 140	14 140		16 535				14 140
Total non current liabilities	6 872	3 429	3 429		3 421				3 429
Community wealth/Equity	157 249	162 123	162 123		170 362				162 123
Cash flows									
Net cash from (used) operating	25 325	3 247	3 247	1 553	6 396	1 527	4 868	319%	3 247
Net cash from (used) investing	(30 689)	(12 484)	(12 484)	(1 021)	(4 889)	(899)	(3 990)	444%	(12 484)
Net cash from (used) financing	99	24	24	7	57	12	45	372%	24
Cash/cash equivalents at the month/year end	4 699	751	751	-	11 528	10 605	923	9%	751
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	907	1 014	1 057	129	94	48	43	3 495	6 786
Creditors Age Analysis									
Total Creditors	8	-	-	-	-	-	-	-	8

5.2 Table C2: Financial Performance (Standard Classification)

This table reflects the operating budget (Financial Performance) in the standard classifications which are the Government Financed Statistics Functions and Sub-functions. These are used by National Treasury to assist the compilation of national and international accounts for comparison purposes, regardless of the unique organisational structure used by the different institutions.

The main functions are Government and Administration, Community and Public Safety, Economic and Environmental Services, Trading Services and Other Services. It is for this reason that Financial Performance is reported in standard classification, Table C2, and by municipal vote, Table C3.

WC051 Laingsburg - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - Q2 Second Quarter

Description	Ref	2015/16	Budget Year 2016/17							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	Year TD actual	Year TD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue - Standard										
<i>Governance and administration</i>		49 665	29 464	29 464	5 082	13 744	15 552	(1 809)	-12%	21 766
Executive and council		20 302	14 647	14 647	3 797	8 409	7 823	586	7%	14 647
Budget and treasury office		5 267	12 272	12 272	95	3 713	6 335	(2 622)	-41%	4 574
Corporate services		24 097	2 545	2 545	1 190	1 622	1 395	227	16%	2 545
<i>Community and public safety</i>		22 187	38 153	38 153	6 694	19 552	19 068	484	3%	38 153
Community and social services		971	993	993	329	659	496	163	33%	993
Sport and recreation		4	3	3	14	14	1	13	1086%	3
Public safety		21 201	37 145	37 145	6 349	18 873	18 565	309	2%	37 145
Housing		11	12	12	3	5	6	(1)	-11%	12
Health		-	0	0	(1)	-	-	-	-	0
<i>Economic and environmental services</i>		1 341	1 059	1 059	2 218	2 229	530	1 700	321%	1 059
Planning and development		-	-	-	-	-	-	-	-	-
Road transport		1 341	1 059	1 059	2 218	2 229	530	1 700	321%	1 059
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		17 158	18 178	18 178	4 770	9 833	8 173	1 660	20%	18 178
Electricity		11 108	11 367	11 367	2 881	6 195	5 300	895	17%	11 367
Water		2 316	2 746	2 746	703	1 313	923	390	42%	2 746
Waste water management		1 998	2 117	2 117	625	1 248	1 020	228	22%	2 117
Waste management		1 736	1 948	1 948	561	1 078	931	147	16%	1 948
<i>Other</i>	4	-	-	-	-	-	-	-	-	-
Total Revenue - Standard	2	90 352	86 854	86 854	18 763	45 358	43 323	2 035	5%	79 156
Expenditure - Standard										
<i>Governance and administration</i>		59 689	30 650	30 650	6 331	11 456	14 289	(2 833)	-20%	30 650
Executive and council		38 675	11 773	11 773	1 969	4 161	4 608	(446)	-10%	11 773
Budget and treasury office		13 864	9 971	9 971	2 771	4 546	5 850	(1 304)	-22%	9 971
Corporate services		7 151	8 907	8 907	1 590	2 749	3 831	(1 082)	-28%	8 907
<i>Community and public safety</i>		20 500	37 945	37 945	6 386	16 328	18 490	(2 162)	-12%	37 945
Community and social services		2 030	2 041	2 041	377	688	775	(88)	-11%	2 041
Sport and recreation		45	481	481	5	12	58	(46)	-80%	481
Public safety		18 220	35 148	35 148	5 994	15 616	17 593	(1 978)	-11%	35 148
Housing		187	190	190	8	13	21	(8)	-39%	190
Health		19	85	85	1	1	43	(42)	-98%	85
<i>Economic and environmental services</i>		10 230	11 778	11 778	1 611	3 143	3 997	(854)	-21%	11 778
Planning and development		1 063	1 043	1 043	240	457	521	(64)	-12%	1 043
Road transport		9 167	10 734	10 734	1 370	2 686	3 475	(790)	-23%	10 734
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		11 611	15 212	15 212	3 462	6 151	6 999	(848)	-12%	15 212
Electricity		7 812	9 292	9 292	2 342	4 271	4 854	(583)	-12%	9 292
Water		1 211	2 454	2 454	701	936	913	23	3%	2 454
Waste water management		1 858	2 013	2 013	189	410	626	(215)	-34%	2 013
Waste management		730	1 454	1 454	230	533	607	(74)	-12%	1 454
<i>Other</i>		6	13	13	1	5	6	(1)	-22%	13
Total Expenditure - Standard	3	102 038	95 598	95 598	17 790	37 083	43 782	(6 698)	-15%	95 598
Surplus/ (Deficit) for the year		(11 686)	(8 744)	(8 744)	974	8 275	(459)	8 734	-1905%	(16 442)

5.3 Table C3: Financial Performance (Revenue and Expenditure by Municipal Vote)

WC051 Laingsburg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - Q2 Second Quarter

Vote Description		Ref	2015/16	Budget Year 2016/17							
			Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands											
Revenue by Vote		1									
Vote 1 - MAYORAL & COUNCIL			20 302	14 647	14 647	3 797	8 409	7 823	586	7.5%	14 647
Vote 2 - MUNICIPAL MANAGER			-	-	-	-	-	-	-	-	-
Vote 3 - CORPORATE SERVICES			24 096	2 545	2 545	1 190	1 622	1 395	227	16.3%	2 545
Vote 4 - BUDGET & TREASURY			5 267	12 272	12 272	95	3 713	6 335	(2 622)	-41.4%	12 272
Vote 5 - PLANNING AND DEVEOLPMENT			-	-	-	-	-	-	-	-	-
Vote 6 - COMMUNITY AND SOCIAL SERV			972	994	994	328	658	496	162	32.7%	994
Vote 7 - SPORTS AND RECREATION			4	3	3	14	14	1	13	1086.5%	3
Vote 8 - HOUSING			11	12	12	3	5	6	(1)	-11.2%	12
Vote 9 - PUBLIC SAFETY			21 201	37 145	37 145	6 349	18 873	18 565	309	1.7%	37 145
Vote 10 - ROAD TRANSPORT			1 341	1 059	1 059	2 218	2 229	530	1 700	320.8%	1 059
Vote 11 - WASTE MANAGEMENT			1 581	1 948	1 948	561	1 078	931	147	15.8%	1 948
Vote 12 - WASTE WATER MANAGEMENT			1 998	2 117	2 117	625	1 248	1 020	228	22.4%	2 117
Vote 13 - WATER			2 316	2 746	2 746	703	1 313	923	390	42.3%	2 746
Vote 14 - ELECTRICITY			11 108	11 367	11 367	2 881	6 195	5 300	895	16.9%	11 367
Vote 15 -			-	-	-	-	-	-	-	-	-
Total Revenue by Vote		2	90 197	86 854	86 854	18 763	45 358	43 323	2 034	4.7%	86 854
Expenditure by Vote		1									
Vote 1 - MAYORAL & COUNCIL			35 464	7 713	7 713	1 211	2 677	2 678	(1)	0.0%	7 713
Vote 2 - MUNICIPAL MANAGER			3 210	4 060	4 060	759	1 484	1 930	(446)	-23.1%	4 060
Vote 3 - CORPORATE SERVICES			7 150	8 907	8 907	1 590	2 749	3 831	(1 082)	-28.3%	8 907
Vote 4 - BUDGET & TREASURY			13 864	9 971	9 971	2 771	4 546	5 850	(1 304)	-22.3%	9 971
Vote 5 - PLANNING AND DEVEOLPMENT			1 063	1 043	1 043	240	457	521	(64)	-12.3%	1 043
Vote 6 - COMMUNITY AND SOCIAL SERV			1 231	1 389	1 389	248	432	555	(123)	-22.2%	1 389
Vote 7 - SPORTS AND RECREATION			868	1 230	1 230	137	273	327	(54)	-16.4%	1 230
Vote 8 - HOUSING			187	190	190	8	13	21	(8)	-39.3%	190
Vote 9 - PUBLIC SAFETY			18 220	35 148	35 148	5 994	15 616	17 593	(1 978)	-11.2%	35 148
Vote 10 - ROAD TRANSPORT			9 167	10 734	10 734	1 370	2 686	3 475	(790)	-22.7%	10 734
Vote 11 - WASTE MANAGEMENT			576	1 454	1 454	230	533	607	(74)	-12.1%	1 454
Vote 12 - WASTE WATER MANAGEMENT			1 858	2 013	2 013	189	410	626	(215)	-34.4%	2 013
Vote 13 - WATER			1 211	2 454	2 454	701	936	913	23	2.6%	2 454
Vote 14 - ELECTRICITY			7 812	9 292	9 292	2 342	4 271	4 854	(583)	-12.0%	9 292
Vote 15 -			-	-	-	-	-	-	-	-	-
Total Expenditure by Vote		2	101 882	95 598	95 598	17 790	37 083	43 782	(6 698)	-15.3%	95 598
Surplus/ (Deficit) for the year		2	(11 685)	(8 744)	(8 744)	974	8 274	(459)	8 733	-1904.7%	(8 744)

5.4 Table C4: Financial Performance (Revenue and Expenditure)

WC051 Laingsburg - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - Q2 Second Quarter

Description	Ref	2015/16	Budget Year 2016/17							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates		2 934	3 870	3 870	14	3 530	2 129	1 401	66%	3 870
Property rates - penalties & collection charges		195	134	134	102	176	74	102	138%	134
Service charges - electricity revenue		10 901	11 163	11 163	2 787	6 019	5 300	719	14%	11 163
Service charges - water revenue		1 061	1 499	1 499	266	432	923	(491)	-53%	1 499
Service charges - sanitation revenue		1 998	2 117	2 117	625	1 248	1 020	228	22%	2 117
Service charges - refuse revenue		1 249	1 446	1 446	389	734	680	54	8%	1 446
Service charges - other		115	341	341	12	27	164	(137)	-84%	341
Rental of facilities and equipment		1 108	812	812	311	568	456	112	24%	812
Interest earned - external investments		1 270	906	906	167	412	453	(41)	-9%	906
Interest earned - outstanding debtors		159	213	213	67	(11)	107	(117)	-110%	213
Dividends received		-	-	-	-	-	-	-	-	-
Fines		19 962	36 737	36 737	6 123	18 367	18 361	6	0%	36 737
Licences and permits		1 145	273	273	229	511	136	375	275%	273
Agency services		142	107	107	27	55	53	1	2%	107
Transfers recognised - operational		18 084	18 429	18 429	2 819	8 363	8 488	(125)	-1%	18 429
Other revenue		706	647	647	17	119	322	(204)	-63%	647
Gains on disposal of PPE		-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		61 030	78 695	78 695	13 954	40 548	38 665	1 883	5%	78 695
Expenditure By Type										
Employee related costs		15 198	20 664	20 664	4 546	9 327	10 430	(1 103)	-11%	20 664
Remuneration of councillors		2 408	2 619	2 619	602	1 249	1 283	(34)	-3%	2 619
Debt impairment		14 311	25 424	25 424	4 200	12 600	12 595	5	0%	25 424
Depreciation & asset impairment		9 275	12 303	12 303	-	(0)	1 698	(1 698)	-100%	12 303
Finance charges		-	-	-	-	-	-	-	-	-
Bulk purchases		7 487	8 713	8 713	2 225	4 107	4 687	(580)	-12%	8 713
Other materials		-	-	-	-	-	-	-	-	-
Contracted services		3 267	7 765	7 765	1 121	1 625	3 881	(2 256)	-58%	7 765
Transfers and grants		35 659	4 559	4 559	643	1 290	2 440	(1 150)	-47%	4 559
Other expenditure		14 432	13 551	13 551	4 453	6 885	6 767	118	2%	13 551
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-
Total Expenditure		102 038	95 598	95 598	17 790	37 083	43 782	(6 698)	-15%	95 598
Surplus/(Deficit)		(41 008)	(16 903)	(16 903)	(3 836)	3 465	(5 117)	8 582	(0)	(16 903)
Transfers recognised - capital		29 323	8 159	8 159	4 809	4 809	4 658	151	0	8 159
Contributions recognised - capital								-		
Contributed assets								-		
Surplus/(Deficit) after capital transfers & contributions		(11 685)	(8 744)	(8 744)	974	8 274	(459)			(8 744)
Taxation								-		
Surplus/(Deficit) after taxation		(11 685)	(8 744)	(8 744)	974	8 274	(459)			(8 744)
Attributable to minorities										
Surplus/(Deficit) attributable to municipality		(11 685)	(8 744)	(8 744)	974	8 274	(459)			(8 744)
Share of surplus/ (deficit) of associate										
Surplus/ (Deficit) for the year		(11 685)	(8 744)	(8 744)	974	8 274	(459)			(8 744)

5.5 Table C5: Capital Expenditure (Municipal Vote, Standard Classification and Funding)

WC051 Laingsburg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - Q2 Second Quarter

Vote Description	Ref	2015/16	Budget Year 2016/17							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Capital Expenditure - Standard Classification										
<i>Governance and administration</i>		-	583	583	19	25	563	(538)	-96%	583
Executive and council		-	-	-	15	19	-	19	#DIV/0!	-
Budget and treasury office		-	40	40	4	4	40	(36)	-89%	40
Corporate services		-	543	543	-	2	523	(521)	-100%	543
<i>Community and public safety</i>		1 949	2 169	2 169	2 099	2 220	440	1 780	405%	2 169
Community and social services		361	1 300	1 300	833	859	-	859	#DIV/0!	1 300
Sport and recreation		1 072	429	429	-	95	-	95	#DIV/0!	429
Public safety		-	-	-	-	-	-	-		-
Housing		516	160	160	1 266	1 266	160	1 106	691%	160
Health		-	280	280	-	-	280	(280)	-100%	280
<i>Economic and environmental services</i>		12 148	430	430	451	802	350	452	129%	430
Planning and development		-	-	-	-	-	-	-		-
Road transport		12 148	430	430	451	802	350	452	129%	430
Environmental protection		-	-	-	-	-	-	-		-
<i>Trading services</i>		11 792	11 521	11 521	458	1 842	5 000	(3 158)	-63%	11 521
Electricity		7 696	2 000	2 000	429	1 811	2 000	(189)	-9%	2 000
Water		2 140	6 371	6 371	3	4	-	4	#DIV/0!	6 371
Waste water management		1 956	3 150	3 150	26	27	3 000	(2 973)	-99%	3 150
Waste management		-	-	-	-	-	-	-		-
<i>Other</i>		-	-	-	-	-	-	-		-
Total Capital Expenditure - Standard Classification	3	25 889	14 703	14 703	3 027	4 889	6 353	(1 464)	-23%	14 703
Funded by:										
National Government		25 720	13 160	13 160	2 999	4 833	5 160	(327)	-6%	13 160
Provincial Government		-	-	-	-	-	-	-		-
District Municipality		-	-	-	-	-	-	-		-
Other transfers and grants		-	-	-	-	-	-	-		-
Transfers recognised - capital		25 720	13 160	13 160	2 999	4 833	5 160	(327)	-6%	13 160
Public contributions & donations	5	-	-	-	-	-	-	-		-
Borrowing	6	-	-	-	-	-	-	-		-
Internally generated funds		168	1 543	1 543	27	56	1 193	(1 137)	-95%	1 543
Total Capital Funding		25 889	14 703	14 703	3 027	4 889	6 353	(1 464)	-23%	14 703

5.6 Table C6: Financial Position

WC051 Laingsburg - Table C6 Monthly Budget Statement - Financial Position - Q2 Second Quarter

Description	Ref	2015/16	Budget Year 2016/17			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
ASSETS						
Current assets						
Cash		8 317	9 964	9 964	11 528	9 964
Call investment deposits		–	–	–	–	–
Consumer debtors		4 336	6 053	6 053	(5 773)	6 053
Other debtors		360	116	116	16 115	116
Current portion of long-term receivables		–	–	–	–	–
Inventory		5 698	1 597	1 597	1 597	1 597
Total current assets		18 711	17 729	17 729	23 466	17 729
Non current assets						
Long-term receivables		9	3	3	3	3
Investments		–	–	–	–	–
Investment property		4 440	4 392	4 392	4 392	4 392
Investments in Associate		–	–	–	–	–
Property, plant and equipment		147 576	156 917	156 917	161 805	156 917
Agricultural		–	–	–	–	–
Biological assets		–	–	–	–	–
Intangible assets		343	640	640	640	640
Other non-current assets		43	12	12	13	12
Total non current assets		152 413	161 963	161 963	166 853	161 963
TOTAL ASSETS		171 124	179 693	179 693	190 319	179 693
LIABILITIES						
Current liabilities						
Bank overdraft		–	–	–	–	–
Borrowing		–	–	–	–	–
Consumer deposits		396	437	437	475	437
Trade and other payables		6 322	8 812	8 812	11 192	8 812
Provisions		286	4 891	4 891	4 868	4 891
Total current liabilities		7 003	14 140	14 140	16 535	14 140
Non current liabilities						
Borrowing		–	–	–	–	–
Provisions		6 872	3 429	3 429	3 421	3 429
Total non current liabilities		6 872	3 429	3 429	3 421	3 429
TOTAL LIABILITIES		13 875	17 569	17 569	19 957	17 569
NET ASSETS	2	157 249	162 123	162 123	170 362	162 123
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		120 313	125 678	125 678	133 917	125 678
Reserves		36 937	36 445	36 445	36 445	36 445
TOTAL COMMUNITY WEALTH/EQUITY	2	157 249	162 123	162 123	170 362	162 123

5.7 Table C7: Cash Flow

WC051 Laingsburg - Table C7 Monthly Budget Statement - Cash Flow - Q2 Second Quarter

Woods Llangsbury - Table 07 Monthly Budget Statement - Cash Flow - Q2 Second Quarter										
Description	Ref	2015/16	Budget Year 2016/17							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates, penalties & collection charges		2 528	3 604	3 604	121	2 086	2 202	(117)	-5%	3 604
Service charges		14 606	17 002	17 002	1 083	8 645	8 337	308	4%	17 002
Other revenue		47 562	13 055	13 055	5 567	12 305	6 576	5 729	87%	13 055
Government - operating		19 559	16 793	16 793	252	8 100	8 395	(295)	-4%	16 793
Government - capital		-	8 159	8 159	-	3 141	4 658	(1 517)	-33%	8 159
Interest		1 041	1 120	1 120	46	215	560	(345)	-62%	1 120
Dividends		-	-	-	-	-	-	-		-
Payments										
Suppliers and employees		(58 195)	(55 858)	(55 858)	(5 643)	(28 140)	(28 572)	(432)	2%	(55 858)
Finance charges		-	-	-	-	-	-	-		-
Transfers and Grants		(1 777)	(628)	(628)	127	44	(628)	(672)	107%	(628)
NET CASH FROM/(USED) OPERATING ACTIVITIES		25 325	3 247	3 247	1 553	6 396	1 527	4 868	319%	3 247
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		-	-	-	-	-	-	-		-
Decrease (Increase) in non-current debtors		-	-	-	-	-	-	-		-
Decrease (increase) other non-current receivables		-	-	-	-	-	-	-		-
Decrease (increase) in non-current investments		-	-	-	-	-	-	-		-
Payments										
Capital assets		(30 689)	(12 484)	(12 484)	(1 021)	(4 889)	(899)	(3 990)	444%	(12 484)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(30 689)	(12 484)	(12 484)	(1 021)	(4 889)	(899)	3 990	-444%	(12 484)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		-	-	-	-	-	-	-		-
Borrowing long term/refinancing		-	-	-	-	-	-	-		-
Increase (decrease) in consumer deposits		99	24	24	7	57	12	45	372%	24
Payments										
Repayment of borrowing		-	-	-	-	-	-	-		-
NET CASH FROM/(USED) FINANCING ACTIVITIES		99	24	24	7	57	12	(45)	-372%	24
NET INCREASE/ (DECREASE) IN CASH HELD										
Cash/cash equivalents at beginning:		(5 265)	(9 213)	(9 213)	539	1 563	640			(9 213)
Cash/cash equivalents at month/year end:		9 964	9 964	9 964		9 964	9 964			9 964
		4 699	751	751		11 528	10 605			751

6. Supporting Documents

6.1 Table SC1: Material variance explanations

WC051 Laingsburg - Supporting Table SC1 Material variance explanations - Q2 Second Quarter

Ref	Description	Variance	Reasons for material deviations	Remedial or corrective steps/remarks
	R thousands			
1	<u>Revenue By Source</u>			
	Property rates	1 754	Property rates levied in July for FY not on a monthly basis	None
	Property rates - penalties & collection charges	71	Interest are now levied on all outstanding rates 30+	None
	Transfers recognised - operational	5 691	More grants were received during quarter	None
2	<u>Expenditure By Type</u>			
	Employee related costs	486	Bonusses are now accrued on a monthly basis, but were paid in cash at the end of November	
	Depreciation & asset impairment	(1 733)	Depreciation for new aquisitions during fin year will only be accounted for during end of fy	
	Remuneration of councillors	(214)	Increase in Councillors salaries normally during March	
	Other expenditure	39	Few items under this vote exceeds ytd budget for instance	None but will monitor
3	<u>Capital Expenditure</u>			
	Road transport	1 471	Construction work on the project accelerated and will be finished	none - MIG grant
	Housing	(163)	project is in process - payment was made during November	
4	<u>Financial Position</u>			
5	<u>Cash Flow</u>			
	Ratepayers and other	16 965	Inflow of debtors paying rates higher and rise in traffic fines	None
	Transfers and Grants	397	Indigent subsidies transferred to qualifying accounts	None
	Suppliers and employees	(8 742)	Some expenditure items are before the ytd budget but will stabilize during the fin year	
	Gov ernment - capital	(7 051)	Not all capitals grants budgeted for were received till this month - housing still to be claimed	
6	<u>Measureable performance</u>			
7	<u>Municipal Entities</u>			

6.2 Performance Indicators

WC051 Laingsburg - Supporting Table SC2 Monthly Budget Statement - performance indicators - Q2 Second Quarter

Description of financial indicator	Basis of calculation	Ref	2015/16	Budget Year 2016/17			
			Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<u>Borrowing Management</u>							
Capital Charges to Operating Expenditure	Interest & principal paid/Operating Expenditure		0.0%	12.9%	12.9%	0.0%	2.7%
Borrowed funding of 'own' capital expenditure	Borrowings/Capital expenditure ex cl. transfers and grants		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Safety of Capital</u>							
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provision/ Funds & Reserves		4.0%	5.4%	5.4%	6.6%	5.4%
Gearing	Long Term Borrowing/ Funds & Reserves		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Liquidity</u>							
Current Ratio	Current assets/current liabilities	1	267.2%	125.4%	125.4%	141.9%	125.4%
Liquidity Ratio	Monetary Assets/Current Liabilities		118.8%	70.5%	70.5%	69.7%	70.5%
<u>Revenue Management</u>							
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing						
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue		7.7%	7.8%	7.8%	25.5%	7.8%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Creditors Management</u>							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))		90.0%	90.0%	90.0%	92.0%	90.0%
<u>Funding of Provisions</u>							
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions						
<u>Other Indicators</u>							
Electricity Distribution Losses	% Volume (units purchased and generated less units sold)/units purchased and generated	2	9.1%	9.0%	9.0%	10.2%	9.0%
Water Distribution Losses	% Volume (units purchased and own source less units sold)/Total units purchased and own source	2	29.8%	25.0%	25.0%	32.7%	25.0%
Employee costs	Employee costs/Total Revenue - capital revenue		24.9%	26.3%	26.3%	23.0%	26.3%
Repairs & Maintenance	R&M/Total Revenue - capital revenue		3.5%	4.3%	4.3%	1.9%	4.3%
Interest & Depreciation	I&D/Total Revenue - capital revenue		15.2%	15.6%	15.6%	0.0%	3.3%
<u>IDP regulation financial viability indicators</u>							
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year		14.1%	13.0%	13.0%	-29.0%	13.0%
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services		28.3%	36.5%	36.5%	-11.8%	17.9%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure		3.8%	0.2%	0.2%	1.6%	0.2%

6.3 Debtors Analysis

WC051 Laingsburg - Supporting Table SC3 Monthly Budget Statement - aged debtors - Q2 Second Quarter

Description	NT Code	Budget Year 2016/17											Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days			
R thousands														
Debtors Age Analysis By Income Source														
Trade and Other Receivables from Exchange Transactions - Water	1200	186	34	28	29	22	11	8	230	548	300	-	-	
Trade and Other Receivables from Exchange Transactions - Electricity	1300	(213)	23	35	17	7	9	4	146	30	185	-	-	
Receivables from Non-exchange Transactions - Property Rates	1400	562	24	891	13	12	-	10	2 226	3 739	2 262	-	-	
Receivables from Exchange Transactions - Waste Water Management	1500	179	31	33	26	19	13	8	285	594	351	-	-	
Receivables from Exchange Transactions - Waste Management	1600	124	20	24	22	12	8	4	92	305	137	-	-	
Receivables from Exchange Transactions - Property Rental Debtors	1700	74	20	45	20	20	6	9	279	474	334	-	-	
Interest on Arrear Debtor Accounts	1810	-	859	-	-	-	-	-	-	859	-	-	-	
Recoverable unauthorised, irregular or fruitless and wasteful Expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	-	
Other	1900	(6)	3	0	3	0	2	0	236	238	241	-	-	
Total By Income Source	2000	907	1 014	1 057	129	94	48	43	3 495	6 786	3 809	-	-	
2015/16 - totals only		702 023	782 644	114 632	86 396	97 643	97 937	89 788	3 573 353	5 544	3 945	-	0	
Debtors Age Analysis By Customer Group														
Organs of State	2200	(733)	226	351	32	14	7	9	951	856	1 013	-	-	
Commercial	2300	549	20	8	6	1	3	1	19	607	31	-	-	
Households	2400	965	741	648	88	73	37	32	2 451	5 034	2 681	-	-	
Other	2500	127	28	51	3	5	1	2	73	289	84	-	-	
Total By Customer Group	2600	907	1 014	1 057	129	94	48	43	3 495	6 786	3 809	-	-	

6.4 Creditors Analysis

WC051 Laingsburg - Supporting Table SC4 Monthly Budget Statement - aged creditors - Q2 Second Quarter

Description	NT Code	Budget Year 2016/17									Prior year
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	totals for chart (same period)
R thousands											
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	
Bulk Water	0200	-	-	-	-	-	-	-	-	-	
PAYE deductions	0300	-	-	-	-	-	-	-	-	-	
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	
Loan repayments	0600	-	-	-	-	-	-	-	-	-	
Trade Creditors	0700	8	-	-	-	-	-	-	-	8	
Auditor General	0800	-	-	-	-	-	-	-	-	-	
Other	0900	-	-	-	-	-	-	-	-	-	
Total By Customer Type	2600	8	-	-	-	-	-	-	-	8	-

6.5 Transfers and Grants

WC051 Laingsburg - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December

Description	Ref	2015/16	Budget Year 2016/17							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands										
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		12 248	15 251	15 251	286	5 865	7 876	(2 011)	-25,5%	15 251
Local Government Equitable Share		9 548	12 526	12 526	252	5 471	6 514	(1 043)	-16,0%	12 526
Finance Management		1 700	1 725	1 725	-	(0)	862	(863)	-100,0%	1 725
Municipal Systems Improvement		-	-	-	-	(6)	-	(6)	#DIV/0!	-
EPWP Incentive		1 000	1 000	1 000	34	400	500	(100)	-20,0%	1 000
Integrated National Electrification Programme		-	-	-	-	-	-	-	-	-
GRANT - WORKFORCE	3	-	-	-	-	-	-	-	-	-
GRANT - INEP ELEC		-	-	-	-	-	-	-	-	-
Other transfers and grants [insert description]										
Provincial Government:		1 994	1 226	1 226	-	683	613	70	11,4%	1 226
Sport and Recreation		962	981	981	-	654	490	164	33,4%	981
CDW		72	75	75	-	80	37	42	114,1%	75
LGSETA		-	-	-	-	-	-	-	-	-
MAIN ROAD SUBSIDY		30	50	50	-	-	25	(25)	-100,0%	50
MSG		930	-	-	-	-	-	-	-	-
GRANT - SPATIAL DEV INV	4	-	-	-	-	-	-	-	-	-
GRANT - SUPPORT		-	120	120	-	(51)	60	(111)	-184,9%	120
District Municipality:		-	-	-	-	-	-	-	-	-
NEW FINANCIAL SYSTEM		-	-	-	-	-	-	-	-	-
Other grant providers:		-	-	-	-	-	-	-	-	-
Dept of Water Affairs		-	-	-	-	-	-	-	-	-
Total Operating Transfers and Grants	5	14 242	16 477	16 477	286	6 547	8 488	(1 941)	-22,9%	16 477
Capital Transfers and Grants										
National Government:		9 554	7 999	7 999	451	6 055	4 498	1 557	34,6%	7 999
Municipal Infrastructure Grant (MIG)		6 284	6 000	6 000	451	2 433	2 999	(566)	-18,9%	6 000
GRANT - FMG CAPITAL		-	-	-	-	-	-	-	-	-
GRANT - MIG UNSPEND ROLLOVER		-	-	-	-	-	-	-	-	-
FLOOD DAMAGES		270	-	-	-	1 811	-	1 811	#DIV/0!	-
SEWER MASTER PLAN		-	-	-	-	-	-	-	-	-
FLOOD DAMAGES		-	-	-	-	-	-	-	-	-
SPATIAL DEV INVESTIGATION		-	-	-	-	-	-	-	-	-
GRANT - DEPT OF WATER AFFAIRS		-	-	-	-	-	-	-	-	-
GRANT - INEP ELEC		3 000	1 999	1 999	-	1 811	1 499	312	20,8%	1 999
Other capital transfers [insert description]										
Provincial Government:		18 316	160	160	566	566	160	406	253,4%	160
Housing		18 316	160	160	566	566	160	406	253,4%	160
GRANT - EPWP CAPITAL WORKS		-	-	-	-	-	-	-	-	-
Road and Transport		-	-	-	-	-	-	-	-	-
Library		-	-	-	-	-	-	-	-	-
Taxi Rank		-	-	-	-	-	-	-	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]										
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]										
Total Capital Transfers and Grants	5	27 870	8 159	8 159	1 017	6 620	4 658	1 962	42,1%	8 159
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	42 112	24 636	24 636	1 303	13 167	13 146	21	0,2%	24 636

6.6 Councillor and Staff Benefits

WC051 Laingsburg - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M06 December

Summary of Employee and Councillor remuneration	Ref	2015/16	Budget Year 2016/17							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands										
	1	A	B	C						D
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		2 336	2 619	2 619	157	991	1 309	(318)	-24%	2 619
Pension and UIF Contributions		-	-	-	-	2	-	2	#DIV/0!	-
Medical Aid Contributions		-	-	-	-	11	-	11	#DIV/0!	-
Motor Vehicle Allowance		-	-	-	44	281	-	281	#DIV/0!	-
Cellphone Allowance		180	171	171	-	-	86	(86)	-100%	171
Housing Allowances		-	-	-	-	-	-	-		-
Other benefits and allowances		-	-	-	-	-	-	-		-
Sub Total - Councillors		2 516	2 790	2 790	201	1 284	1 395	(110)	-8%	2 790
% increase	4		10,9%	10,9%						10,9%
Senior Managers of the Municipality										
Basic Salaries and Wages		2 156	2 618	2 618	201	1 311	1 309	2	0%	2 618
Pension and UIF Contributions		148	243	243	16	98	121	(24)	-20%	243
Medical Aid Contributions		15	104	104	12	69	52	17	33%	104
Overtime		-	-	-	-	-	-	-		-
Performance Bonus		-	-	-	-	-	-	-		-
Motor Vehicle Allowance		232	290	290	24	145	145	(0)	0%	290
Cellphone Allowance		-	-	-	-	-	-	-		-
Housing Allowances		-	-	-	-	-	-	-		-
Other benefits and allowances		19	-	-	23	127	-	127	#DIV/0!	-
Payments in lieu of leave		-	-	-	-	-	-	-		-
Long service awards		-	-	-	-	-	-	-		-
Post-retirement benefit obligations		70	-	-	5	31	-	31	#DIV/0!	-
Sub Total - Senior Managers of Municipality		2 640	3 255	3 255	282	1 781	1 627	153	9%	3 255
% increase	4		23,3%	23,3%						23,3%
Other Municipal Staff										
Basic Salaries and Wages		7 779	12 057	12 057	925	6 465	6 028	437	7%	12 057
Pension and UIF Contributions		1 079	1 691	1 691	142	854	846	8	1%	1 691
Medical Aid Contributions		318	714	714	34	214	357	(143)	-40%	714
Overtime		346	636	636	36	174	318	(144)	-45%	636
Performance Bonus		-	-	-	-	-	-	-		-
Motor Vehicle Allowance		381	638	638	53	319	319	(0)	0%	638
Cellphone Allowance		-	-	-	1	5	-	5	#DIV/0!	-
Housing Allowances		23	126	126	10	62	63	(1)	-1%	126
Other benefits and allowances		94	115	115	48	199	57	142	247%	115
Payments in lieu of leave		-	19	19	-	-	9	(9)	-100%	-
Long service awards		-	-	-	-	-	-	-		-
Post-retirement benefit obligations		-	-	-	-	-	-	-		-
Sub Total - Other Municipal Staff		10 020	15 996	15 996	1 249	8 293	7 998	295	4%	15 977
% increase	4		59,6%	59,6%						59,5%
Total Parent Municipality		15 176	22 040	22 040	1 731	11 358	11 020	338	3%	22 022
Unpaid salary, allowances & benefits in arrears:			45,2%	45,2%						45,1%
TOTAL SALARY, ALLOWANCES & BENEFITS		15 176	22 040	22 040	1 731	11 358	11 020	338	3%	22 022
% increase	4		45,2%	45,2%						45,1%
TOTAL MANAGERS AND STAFF		12 660	19 251	19 251	1 530	10 074	9 625	448	5%	19 232

6.7 Monthly Cash Flows

WC051 Laingsburg - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M06 December

Description	Ref	Budget Year 2016/17												2016/17 Medium Term Revenue & Expenditure Framework		
		July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June	Budget Year	Budget Year	Budget Year
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Budget	Budget	2016/17	+1 2017/18	+2 2018/19
R thousands	1															
Cash Receipts By Source																
Property rates		150	705	629	210	128	88	155	232	232	155	271	528	3 483	3 832	4 138
Property rates - penalties & collection charges		25	24	24	35	34	33	5	8	8	5	9	(91)	121	133	143
Service charges - electricity revenue		744	1 310	911	2 208	639	733	883	922	946	892	908	(190)	10 905	11 996	12 956
Service charges - water revenue		103	138	130	139	123	131	231	219	225	224	209	710	2 581	2 839	3 066
Service charges - sanitation revenue		89	118	105	130	100	108	124	127	127	124	128	267	1 546	1 701	1 837
Service charges - refuse		95	113	104	122	85	98	158	158	158	158	158	492	1 898	2 087	2 254
Service charges - other		15	15	10	8	10	13	6	6	6	6	6	(28)	72	79	86
Rental of facilities and equipment		60	54	45	46	81	54	59	59	59	59	59	176	811	892	964
Interest earned - external investments		0	72	48	-	76	29	76	76	76	76	76	303	906	997	1 077
Interest earned - outstanding debtors		9	(102)	15	34	16	17	18	18	18	18	18	135	214	235	254
Dividends received		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines		-	0	0	0	0	0	961	961	961	961	961	6 730	11 536	12 689	13 704
Licences and permits		113	87	83	83	72	73	23	23	23	23	23	(352)	273	300	324
Agency services		-	-	-	-	-	-	9	9	9	9	9	62	107	117	127
Transfer receipts - operating		5 219	2 302	-	327	-	252	475	3 247	475	475	3 247	773	16 793	18 472	19 950
Other revenue		1 532	721	809	1 869	1 082	5 440	27	27	27	27	27	(11 261)	329	362	391
Cash Receipts by Source		8 152	5 557	2 913	5 212	2 447	7 070	3 209	6 091	3 349	3 211	6 108	(1 746)	51 573	56 731	61 269
Other Cash Flows by Source																
Transfer receipts - capital		3 141	-	-	-	-	-	500	1 000	500	500	500	2 019	8 159	8 975	9 693
Contributions & Contributed assets		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Short term loans		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Increase in consumer deposits		1	2	5	33	9	7	2	2	2	2	2	(67)	0	-	-
Receipt of non-current debtors		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Receipt of non-current receivables		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Change in non-current investments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Receipts by Source		11 294	5 559	2 918	5 245	2 455	7 077	3 711	7 093	3 851	3 713	6 610	207	59 733	65 706	70 962
Cash Payments by Type																
Employee related costs		1 449	1 807	1 854	1 422	1 704	1 555	1 567	1 567	1 567	1 567	1 567	(15 005)	2 619	21 819	23 565
Remuneration of councillors		204	168	275	201	201	201	214	224	224	224	224	(2 360)	-	2 880	3 111
Interest paid		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bulk purchases - Electricity		819	956	107	703	997	524	665	674	642	600	582	1 443	8 712	9 584	10 350
Bulk purchases - Water & Sewer		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other materials		6	98	25	18	12	35	-	-	-	-	-	(195)	-	-	-
Contracted services		52	48	404	205	306	568	647	647	647	647	647	2 948	7 766	8 542	9 226
Grants and subsidies paid - other municipalities		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Grants and subsidies paid - other		108	(201)	114	(14)	75	(127)	-	-	-	-	-	672	628	691	746
General expenses		999	2 454	1 336	1 321	2 344	2 760	1 410	1 410	1 410	1 410	1 406	(1 334)	16 925	18 618	20 107
Cash Payments by Type		3 637	5 331	4 116	3 856	5 640	5 516	4 502	4 521	4 490	4 447	4 426	(13 830)	36 650	62 134	67 105
Other Cash Flows/Payments by Type																
Capital assets		-	-	-	-	-	-	1 396	3 228	1 907	1 393	2 015	2 544	12 484	13 732	14 831
Repayment of borrowing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Cash Flows/Payments		24	2	1 836	141	1 864	1 021	-	-	-	-	-	(4 889)	-	-	-
Total Cash Payments by Type		3 661	5 334	5 951	3 997	7 504	6 538	5 898	7 749	6 397	5 840	6 441	(16 175)	49 134	75 867	81 936
NET INCREASE/(DECREASE) IN CASH HELD		7 633	226	(3 034)	1 248	(5 049)	539	(2 187)	(656)	(2 546)	(2 127)	169	16 382	10 598	(10 161)	(10 974)
Cash/cash equivalents at the monthly year beginning:		9 964	17 598	17 823	14 790	16 037	10 988	11 528	9 341	8 685	6 139	4 012	4 181	9 964	20 563	10 402
Cash/cash equivalents at the monthly year end:		17 598	17 823	14 790	16 037	10 988	11 528	9 341	8 685	6 139	4 012	4 181	20 563	20 563	10 402	(572)

7. Portfolio of Evidence

The SDBIP makes provision for uploading of supporting documents. Departments utilise the option to upload documents, but hardcopies of POE's (Portfolio of Evidences) of each depart is ready for Internal Audit for auditing purposes.

Quarterly audits will be conducted by the internal audit unit and will submit a report on the POE's as per reported figures, to the Audit Committee and Council for action.

8. Down Cascading of Performance Management

We proudly report that this year performance management is scaled down to all levels within the municipality.

All staff who has a staff a performance agreement or plan will be informally evaluated the respective Supervisors and managers.

9. Recommendations

- (a) That Council notes the contents of this report and supporting documentations for the 2nd quarter of 2016/2017 financial year.
- (b) That the Managers ensure that the budget is implemented in accordance with the Service Delivery and Budget Implementation Plan projections and spending of funds and that revenue collection proceeds in accordance with the budget.
- (c) That Council must give its full support in the collection of outstanding amounts.

10. Conclusion

The above-mentioned report outline the performance of the municipality with regards to the overall Performance of the municipality, Financial Performance as well as Non- financial Performance with regards legislative compliance. The overall performance was good, but there are still areas that require intervention and mitigation measures to prevent it in the following quarters of the year as well as improve the reporting on the system.

The municipal manager will conduct a formal quarterly review and the outcome of the Performance Review will be recorded to rectify non-performance to ensure that that all targets can be achieved in the last quarter of the year before year-end.

Laingsburg Municipality
SDBIP 2016/2017: Departmental SDBIP Report

Create an environment conducive for economic development

Performance Indicators for Economic Development																											Overall Performance for Jul 2016 to Dec 2016																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
Ref	Directorate	Sub-Directorate	Municipal KPA	Pre-determined Objectives	KPI	Unit of Measurement	Wards	Annual Target	Jul-16				Aug-16				Sep-16				Oct-16				Nov-16				Dec-16																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
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D47	Municipal Manager	Municipal Manager	Local Economic Development	Create an environment conducive for economic development	Host events as identified in the IDP in support of promotion of LED within the Municipal area by 30 June 2017	Number of events hosted by 30 June 2017	All	3	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		2	3	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1

2014	Infrastructure Services	Properties	Local Economic Development	Create an environment conducive for economic development	Issue Zoning certificates within 5 working days	Percentage of zoning certificates issued within 5 days	All	95%	95%	100%	G2	No request for zoning certificates during July 2016	95%	100%	G2	No request for zoning certificates during July 2016	Copy of Zoning certificates register Aug 2016.xlsx	95%	100%	G2	Issue Zoning certificates within 5 working days - no zoning certificates were issued during September 2016	Zoning register attached	95%	0%	R		95%	95%	G	No request for zoning certificates during November 2016	See zoning register	95%	95%	G	No request for zoning certificates during December 2016	See zoning register in PMU office	95%	81.67%	G
D236	Infrastructure Services	Manager: Technical Services	Local Economic Development	Create an environment conducive for economic development	Identify EPWP projects and motivate for funding	Number of projects identified	All	1	0	0	N/A		0	0	N/A			0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A			
D244	Infrastructure Services	Manager: Technical Services	Local Economic Development	Create an environment conducive for economic development	Create job opportunities through EPWP projects by 30 June 2017	Number of job opportunities created by 30 June 2017	All	114	0	0	N/A		0	0	N/A			0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A			

Summary of Results: Create an environment conducive for economic development

KPI Not Yet Measured	9
KPI Not Met	0
KPI Almost Met	1
KPI Met	12
KPI Well Met	1
KPI Extremely Well	2
Total KPIs	25

Developing a safe, clean, healthy and sustainable environment for communities

Wards of safety, security, healthy and sustainable environment for communities																																								
Ref	Directorate	Sub-Directorate	Municipal KPA	Pre-determined Objectives	KPI	Unit of Measurement	Wards	Annual Target	Jul-16			Aug-16			Sep-16			Proof of Evidence			Oct-16			Proof of Evidence			Nov-16			Proof of Evidence			Dec-16			Overall Performance for Jul 2016 to Dec 2016				
									Target	Actual	R	Performance Comment	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R
D21	Municipal Manager	Municipal Manager	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Annual strategic planning in order to determine municipal targets for IDP and budgetary purposes before the finalisation of the IDP and budget	No of strategic session held annually before the finalisation of the budget and SDBIP process	All	1	0	0	N/A		0	0	N/A		1	0	R	Planning phase		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		1	0	R
D22	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Timorous compliance of the Section 56 performance agreements and other Performance Agreements in adherence to the Performance Framework	No of signed performance agreements of Section 57 managers within 14 days of approval of the SDBIP	All	1	1	1	G	Signed Performance Agreements of Senior Staff	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		1	1	G	
D23	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Ensuring performance by the timous development and signing of the Section 56 performance agreements and all other Performance Agreements in adherence to the Performance Framework	No of signed performance agreements of Section 57 managers within 14 days of approval of the SDBIP	All	1	1	1	G	Signed Agreements	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		1	1	G	
D24	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Evaluate the performance of Section 56 managers and other managers reporting to the MM in terms of their signed agreements	No of formal evaluations completed per Section 57	All	2	0	0	N/A		0	0	N/A		1	1	G	Must be changed to October		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		1	1	G
D25	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Ensure that action plans (with deadlines) are complied by section 56 employees and managers reporting to the MM to adree under-performance identified during performance evaluations within 30 days after performance evaluations	% of under performance for which action plans have been developed within 30 days after performance evaluation	All	90%	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A	
D34	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Implement Council resolutions to ensure that the mandate of council is executed	% of Council resolutions implementation within required timeframe	All	100%	0%	0%	N/A		0%	0%	N/A		100%	100%	G	Implementation of Council resolutions		0%	0%	N/A		0%	0%	N/A		100%	100%	G	Implementation of Council resolutions		100%	100%	G			
D36	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Ensure that all issues raised in the management letter as identified by the Auditor General (A-G) are addressed and implemented in terms of a action plan	Action plan develop to ensure that identified issues raised are address and implemented	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D37	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Review the system of delegations annually before the end of June	Delegation system reviewed	All	1	0	0	N/A		0	0	N/A		0	0	N/A		1	1	G	Delegations reviews	0	0	N/A		0	0	N/A		0	0	N/A		1	1	G	
D38	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective functioning of council measured in terms of the number of ordinary council meetings per annum	No of ordinary council meetings per annum	All	10	1	0	R		1	0	R		1	0	R		1	1	G	Council meeting	1	1	G	Council meeting	0	0	N/A		5	2	R					
D39	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective functioning of the committee system measured by the number of committee meetings per committee per annum	No of sec 80 committee meetings per committee per annum	All	10	1	0	R		1	0	R		1	0	R		1	1	G	Special Council	1	1	G	Special Council	0	0	N/A		5	1	R					
D40	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Perform a Risk Assessment before 31 March 2016	Risk Assessment performed	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D41	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Update Risk Register and submit to Risk Committee before 30 April 2016	Risk Register submitted to Risk Committee	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D42	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Develop Action Plans to address top 20 Risk in Risk register and submit to Risk Committee by 30 June	Number of Action Plans submitted to Risk Committee	All	20	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D43	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Establish Risk & Fraud Committee before 28 February	Committee Established with terms of reference	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D44	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Monitor Municipal Compliance through submission of monthly Compliance Reports to all Officials	Number of Monthly Compliance Reports submitted to all Officials	All	12	1	0	R		1	0	R		1	0	R		1	1	G		1	0	R		1	0	R		6	0	R					
D45	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Review Risk, Fraud and Anti-Corruption Policy and submit to council for approval	Risk, Fraud and Anti-Corruption Policy approved by council	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D46	Municipal Manager	Municipal Manager	Environmental & Spatial Development	Developing a safe, clean, healthy and sustainable environment for communities	Implement IDP-approved greening and cleaning initiatives by 30 June 2017	Number of initiatives implemented by 30 June 2017	All	5	0	0	N/A		0	0	N/A		1	1	G	Cleaning Project		0	0	N/A		0	0	N/A		1	1	G	Cleaning Project		2	2	G			
D144	Finance and Administration	Administration	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Update the burial register on a monthly basis	Number of months that burial register was updated	All	12	1	0	R		1	0	R		1	0	R		1	1	G		1	0	R		1	0	R		6	0	R					
D164	Community Services	Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Conduct quarterly inspections of all hydrants to ensure they comply with National Standards	Number of inspections of all hydrants conducted	All	4	0	0	N/A		0	0	N/A		1	1	G	Inspection on hydrants done monthly	Inspection list kept in office	0	1	B	Inspections done on hydrants Monthly	Signed inspection report	0	0	N/A		1	1	G	Inspections on hydrants done monthly	Signed inspection report kept in office	2	3	B		
D165	Community Services	Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Conduct maintenance of speed equipment through the calibration of equipment by 31 August	Maintenance conducted of speed equipment by 31 August	All	1	0	0	N/A		1	1	G	Camera calibrated every year during the month of August	Calibration certificate kept in office	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		1	1	G				
D166	Community Services	Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Compile quarterly reports generated from e-Natis on the number of learner divers licenses, drivers licenses and roadworthy statistics and submit to Council	Number of reports submitted to Council	All	4	0	0	N/A		0	0	N/A		1	1	G	No reports submitted to council yet	to submit reports to council for the council meeting of October 2016	0	0	N/A		0	0	N/A		1	1	G	Reports to council submitted when requested	Report in the council minutes	2	2	G			
D167	Community Services	Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Compile a monthly report generated from e-Natis on the number of learner divers licenses, drivers licenses and roadworthy statistics and submit to Provincial Department	Number of reports submitted to Provincial Department	All	12	1	1	G	Reports submitted to Provincial Department of Transport	1	1	G	Report submitted to Provincial Department of Transport on a Monthly basis	Evidence kept in office	1	1	G	Reports submitted to the Provincial department on a monthly basis	Evidence kept in office	1	1	G	Report submitted monthly to the Province	Evidence kept in office	1	1	G	Report to Provincial Government on a Monthly basis	Evidence kept in office	1	1	G	Reports submitted to council monthly	Evidence kept in office	6	6	G

	Community Services	Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Pay agency fees within 5 working days to the relevant authority	Percentage of agency fees paid within 5 working days	All	100%	100%	100%	G	Agency fees paid weekly by the department of finance	100%	100%	G	Agency fees paid on a weekly basis by the financial department	Proof of payment kept in the office of Mrs van der merwe	100%	100%	G	Agency fees paid on a weekly basis at Mrs van der merwe office	100%	100%	G	Agency fees paid weekly by the Financial Department	Proof of payment kept in the office of Mrs Van der Merwe	100%	100%	G	Agency fees paid weekly by the financial department	Proof of payment kept in Mrs Van der Merwe office	100%	100%	G	Payments done to the agency on a weekly basis by the financial department	Proof of payment kept in Mrs Van der Merwe office	100%	100%	G	
D169	Community Services	Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Perform weekly inspections of traffic officers, vehicles and equipment to ensure compliance	Number of inspections performed	All	44	4	4	G	Inspection done on officers on a weekly basis	4	4	G	Inspections done on traffic officers and vehicles on a weekly basis	check list kept in office	4	4	G	Inspection done on officers on a weekly basis	signed off inspection report kept in office	4	4	G	Inspection done on officers and vehicles weekly	signed off inspection report kept in office	4	4	G	Inspection on traffic officers and vehicles done weekly	signed inspection report kept in office	2	2	G	Inspection done weekly on traffic officers and vehicles	signed off inspection report kept in office	22	22	G
D170	Community Services	Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Visit at least 1 schools per quarter to create road safety awareness	Number of schools visited	All	4	0	0	N/A		0	0	N/A		1	1	G	visited acacia primary school, we established a scholar patrol for the school and it is up and running	evidence of the scholar patrol kept in office	0	0	N/A		0	0	N/A		1	0		No schools visited		2	1	R			
D171	Community Services	Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Submit request to the Provincial Dept of Transport and Public Works by 31 July to obtain permission for road use to host the Kango Marathon	Number of request submitted to the Provincial Dept.	All	1	1	1	G	Application done by the department of community safety	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		1	1	G	
D172	Community Services	Cemeteries	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Conduct monthly inspection on the maintenance of cemeteries	Number of inspections of cemeteries conducted	All	12	1	1	G	Inspection done at the cemeteries on a monthly basis.	1	1	G	Inspection on cemeteries done monthly	Inspection checklist kept on premises	1	1	G	Inspection at cemeteries done on a monthly basis	checklist kept on premises	1	0	R		1	1	G	Inspection done on cemeteries on a monthly basis	signed report kept in office	1	1	G	Cemeteries visited once a month	signed off inspection report kept in office	6	5	O	
D173	Community Services	Sport & Recreation	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Conduct a monthly inspection on the maintenance of sports field, parks and open spaces	Number of inspections of sports field, parks and open spaces conducted	All	12	1	1	G	Inspection done at fields and open spaces on a monthly basis	1	1	G	Inspection done at fields and open spaces monthly	checklist kept on premises	1	1	G	Inspection done at sportfields done monthly	checklist kept on premises	1	1	G	Inspection done at the cemeteries once a month.	signed off inspection report kept in office	1	1	G	Inspection done on open spaces and sportfields done weekly	signed off inspection report kept in office	1	1	G	visit open spaces and report kept in office	signed off inspection report kept in office	4	4	G
D176	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Submit motivation for funding from external sources to enhance the revenue of the municipality	No of funding motivations submitted to external sources	All	2	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D177	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective management of operational expenditure for the Traffic department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend.	proof of spending kept at the financial department	30%	30%	G				
D178	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective management of operational expenditure for the Fire brigade department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of budget spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D179	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective management of operational expenditure for the Library department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of budget spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D180	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective management of operational expenditure for the Cemetery department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of budget spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D181	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective management of operational expenditure for the Health department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of budget spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D182	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective management of operational expenditure for the Sports & Recreation department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of budget spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D183	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective management of Capital expenditure for the Public Safety department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of budget spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D184	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective management of Capital expenditure for the Community and Social Services department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of budget spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D185	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Effective management of Capital expenditure for the Sport and recreational department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of budget spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D186	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Annual strategic planning in order to determine municipal targets for IDP and budgetary purposes before the finalisation of the IDP and budget	No of strategic session held annually before the finalisation of the budget and SOBP process	All	1	0	0	N/A		0	0	N/A		1	0		none yet		0	0	N/A		0	0	N/A		0	0	N/A		1	0	R				
D187	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Improvement in operational conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent I.L.O. budget allocations	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of library grant spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D188	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Improvement in capital conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent I.L.O. Budget allocations	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	percentage of library grant spend	0%	0%	N/A		0%	0%	N/A		30%	30%	G	budget spend	evidence kept in the financial department	30%	30%	G				
D189	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	Monthly monitoring of time and attendance status report of various employees in the directorate/ sub directorate	Ensure that all deviations highlighted in time and attendance status report on employees in the directorate/ sub directorate are monitored and addressed	All	12	1	1	G	No clock system	1	1	G	personnel book on duty in the occurrence book	proof of attendance in the occurrence book	1	1	G	personnel book on and off duty in the occurrence book	proof of on and off duty in the OB	1	1	G	employees signed on duty in the attendance register / occurrence book	in / out signed in O/B	1	1	G	employees book on and off duty in the occurrence book	signed in / out in the O/B	1	1	G	register on and off duty within the occurrence book	proof in the financial department	6	6	G
D190	Community Services	Manager: Public Safety	Social Development	Developing a safe, clean, healthy and sustainable environment for communities	The departments annual report input is submitted by 15 August to ensure the that the municipality's annual report is comprehensive and includes all the relevant information	% submitted within the required deadline to an acceptable standard	All	100%	0%	0%	N/A		100%	100%	G	information given to the necessary department in time	information in the annual report	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		100%	100%	G				

Summary of Results: Developing a safe, clean, healthy and sustainable environment for communities	
KPI Not Yet Measur 10	
KPI Not Met 8	
KPI Almost Met 1	
KPI Met 35	
KPI Well Met 0	
KPI Extremely Well 1	
Total KPIs	55

[illegible]

[illegible]

D174	Community Services	Libraries	Social Development	Improve the standards of living of all people in Laingsburg	Arrange visits of School Groups (ECD, schools and study groups) to library	Number of visits per year arranged	All	4	0	0	N/A		0	0	N/A		1	1	G	schools were visited by the librarian, schools are also invited to visit the library with a theme of the month	evidence kept at the library	0	0	N/A		0	0	N/A		1	1	G	Special class of acacia visited library and children comes after school to visit library, not to interfere with normal schooling.	evidence kept in library	2	2	G			
D175	Community Services	Libraries	Social Development	Improve the standards of living of all people in Laingsburg	Conduct monthly exhibitions in library to create awareness	Number of exhibitions conducted	All	12	1	1	G	Exhibition done by the library monthly, each month a different theme	1	1	G	Exhibitions done in library every month	evidence kept in library	1	1	G	primary school were invited to the library	evidence kept in library	1	1	G	Exhibitions held monthly within the library.	evidence kept in library	1	1	G	exhibitions done monthly	evidence kept at the library	1	1	G	exhibitions held monthly	evidence kept in library	6	6	G
D220	Infrastructure Services	Fleet management	Infrastructure Development	Improve the standards of living of all people in Laingsburg	Effective management of operational expenditure for the Fleet Management department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	27%	B	Effective management of operational expenditure for the Fleet Management department, measured in terms of operational budget expenditure	Attached - Copy of Tagnies-JTD-9M.doc	0%	0%	N/A		0%	0%	N/A		30%	30%	G	Effective management of operational expenditure for the Fleet Management department, measured in terms of operational budget expenditure	Information is not available on current system that is in use.	30%	30%	G			

Summary of Results: Improve the standards of living of all people in Laingsburg

KPI Not Yet Measured	5
KPI Not Met	0
KPI Almost Met	0
KPI Met	4
KPI Well Met	0
KPI Extremely Well	0
Total KPIs	9

Provision of infrastructure to deliver improved services to all residents and business

Provision of Infrastructure to Deliver Improved Services to all Residents and Business																														Overall Performance for Jul 2016 to Dec 2016									
Ref	Directorate	Sub-Directorate	Municipal KPA	Pre-determined Objectives	KPI	Unit of Measurement	Wards	Annual Target	Jul-16			Aug-16				Sep-16				Oct-16				Nov-16				Dec-16				Target	Actual	R					
									Target	Actual	R	Performance Comment	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment				Proof of Evidence	Target	Actual	R	
D145	Finance and Administration	Manager: Finance and Administration	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Number of formal residential properties connected to the municipal electrical infrastructure network (Laingsburg credit and pre-paid electrical meters)(Excluding Eskom areas) as at 30 June 2017	Number of residential accounts which are billed/purchased electricity (Excluding Eskom areas) as at 30 June 2017	All	766	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A				
D147	Finance and Administration	Manager: Finance and Administration	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	The percentage of the municipal capital budget actually spent on capital projects by 30 June 2017 (Actual amount spent on capital projects /Total amount budgeted for capital projects)(X100 by 30 June 2017	(Actual amount spent on capital projects /Total amount budgeted for capital projects)(X100) by 30 June 2017	All	80%	0%	0%	N/A		0%	0%	N/A		20%	5.15%	R	project not started in Technical department	0%	0%	N/A		0%	0%	N/A		45%	33.25%	R	Capital projects not spend in accordance with plan program. Mig projects not approved due to high waterfosses	45%	33.25%	R				
D158	Finance and Administration	Manager: Finance and Administration	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Number of formal residential properties for which refuse is removed once per week as at 30 June 2017	Number of residential accounts which are billed for refuse removal as at 30 June 2017	All	1.206	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A				
D160	Finance and Administration	Manager: Finance and Administration	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	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) as at 30 June 2017	Number of residential accounts which are billed for sewerage as at 30 June 2017	All	1.206	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A				
D162	Finance and Administration	Manager: Finance and Administration	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Number of formal residential properties which receives piped water (Laingsburg credit and pre-paid water meters) and is connected to the municipal water infrastructure network as at 30 June 2017	Number of residential accounts which are billed/purchased water as at 30 June 2017	All	1.206	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A				
D201	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Complete the EPWP implementation plan by the 30 June	EPWP implementation plan completed by 30 June	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A				
D202	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Submit MIG progress reports as required by the Provincial Department of Local Government before the 3rd working day of the month	Number of reports submitted by the 3rd working day of the month	All	17	3	1	R	MIG progress reports has been submitted as required	1	1	G	MIG progress reports has been submitted as required	Report attached - WC MIG Monthly Quarterly Report Aug-2016 (Template) (1).pdf	1	1	G	MIG progress reports has been submitted as required	MIG report attached - WC MIG Monthly Quarterly Report Aug-2016 (Template) (2).pdf	2	0	R		1	1	G	MIG progress reports has been submitted as required	WC MIG Monthly & Quarterly Report Nov-2016 (Template).pdf	1	1	G	Submit MIG progress reports as required by the Provincial Department of Local Government before the 3rd working day of the month	Report attached - Radsverslag November 2016.docx	3	3	R
D203	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Submit a quarterly report to Council on the general activities regarding the sub-directorates of the Technical Services directorate	Number of quarterly reports submitted to Council	All	4	0	0	N/A		0	0	N/A		1	1	G	a monthly report is usually submitted to council, but due to the elections no reports were submitted for August and September 2016.	Report attached - Radsverslag 19 Julie 2016.docx	0	0	N/A		0	0	N/A		1	1	G	Submit a quarterly report to Council on the general activities regarding the sub-directorates of the Technical Services Directorate during the November 2016 Council meeting	Report attached - Radsverslag November 2016.docx	2	2	G		

	Infrastructure Services	Water Provision	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Report on the implementation of the Water Demand Management Plan in terms of Regulation 18(1) of the Water Services Act 108 and submit to Council by 31 October	Report on the implementation of the Water Demand Management Plan submitted to Council by 31 October	All	1	0	0	N/A		0	0	N/A		0	0	N/A		1	1	0	G	Report received from Worley Parsons and tabled for approval during November 2016 council meeting.	Document available at Manager Infrastructure Services office	0	0	0	N/A		0	0	N/A		1	1	0	G		
D205	Infrastructure Services	Water Provision	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Install metered water connections within 5 days after payment is received	Percentage of connections installed within the required timeframe	All	95%	95%	100%	G2	Install metered water connections within 5 days after payment is received	95%	100%	G2	No new water connections have been installed during August 2016	Consumer agreements at finance	95%	100%	G2	No new water connections have been installed during September 2016	Consumer agreements at finance department	95%	100%	G2	Install metered water connections within 5 days after payment is received	Consumer agreement at finance	95%	100%	G2	Install metered water connections within 5 days after payment is received	Consumer agreements at finance	95%	95%	G	Install metered water connections within 5 days after payment is received	Consumer agreement is at finance	95%	99.17%	G2	
D206	Infrastructure Services	Water Provision	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Review the Water Audit Plan and submit to Council by the end of June	Water Audit Plan and submitted to Council by the end of June	All	1	0	0	N/A		0	0	N/A			0	0	N/A		0	0	N/A			0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A
D209	Infrastructure Services	Fleet management	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Conduct quarterly maintenance inspection on all vehicles	Number of inspections conducted on vehicles	All	4	0	0	N/A		0	0	N/A			1	1	G	Conduct quarterly maintenance inspection on all vehicles	Inspection form attached - Voertuiginspektuiverslag 30 September 2016.docx	0	0	N/A		0	0	N/A		1	0		No quarterly maintenance inspection has been done For December 2016		2	1	R			
D210	Infrastructure Services	Sewerage Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Conduct monthly sample taking on outflow water and submit to the approved laboratory for testing	Monthly sample taking conducted and submitted to laboratory	All	12	1	1	G	Monthly sample has been submitted to BEM Lab laboratory	1	1	G	Monthly sample has been submitted to BEM Lab laboratory	rapport attached - Results from BEM Lab Augustus 2016.mpg	1	1	G	Monthly sample has been submitted to BEM Lab laboratory	Report Attached - Result 10 Sept 2016.pdf	1	1	G	Monthly sample has been submitted to BEM Lab laboratory	Report Attached - Oktober 2016.pdf	1	1	G	Monthly sample has been submitted to BEM Lab laboratory		6	6	G						
D215	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Submit motivation for funding from external source to enhance the revenue of the municipality	No of funding motivations submitted to external sources	All	3	0	0	N/A		0	0	N/A			0	0	N/A		0	0	N/A			0	0	N/A		0	0	N/A		0	0	N/A				
D216	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of operational expenditure for the Electrical department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A			10%	20.84%	R	Effective management of operational expenditure for the Electrical department, measured in terms of operational budget expenditure	attached - Copy of Tegries-JTD (3).xlsx	0%	0%	N/A		0%	0%	N/A		30%	45.97%	R	Effective management of operational expenditure for the Electrical department, measured in terms of operational budget expenditure.	Attached - Tegries-JTD.xlsx.ms	30%	45.97%	R			
D217	Infrastructure Services	Water Provision	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of operational expenditure for the Water department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A			10%	10%	G	Effective management of operational expenditure for the Water department, measured in terms of operational budget expenditure.	attached - Copy of Tegries-JTD (3).xlsx	0%	0%	N/A		0%	0%	N/A		30%	18.15%	G2	Effective management of operational expenditure for the Water department, measured in terms of operational budget expenditure.	Attached - Tegries-JTD.xlsx.ms	30%	38.15%	G2			
D218	Infrastructure Services	Sewerage Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of operational expenditure for the Waste Water department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A			10%	11.02%	G2	Effective management of operational expenditure for the Waste Water department, measured in terms of operational budget expenditure.	Attached - Copy of Tegries-JTD (3).xlsx	0%	0%	N/A		0%	0%	N/A		30%	22.19%	R	Effective management of operational expenditure for the Waste Water department, measured in terms of operational budget expenditure.		30%	22.19%	R			
D219	Infrastructure Services	Refuse Removal	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of operational expenditure for the Waste Management department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A			10%	20.84%	R	Effective management of operational expenditure for the Waste Management department, measured in terms of operational budget expenditure.	Attached - Copy of Tegries-JTD (3).xlsx	0%	0%	N/A		0%	0%	N/A		30%	36.64%	G2	Effective management of operational expenditure for the Waste Management department, measured in terms of operational budget expenditure.	Attached - Tegries-JTD.xlsx.ms	30%	36.64%	G2			
D221	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of operational expenditure for the Road Transport department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A			10%	10%	G	Effective management of operational expenditure for the Road Transport department, measured in terms of operational budget expenditure.	Attached - Copy of Tegries-JTD (3).xlsx	0%	0%	N/A		0%	0%	N/A		30%	23.80%		Effective management of operational expenditure for the Road Transport department, measured in terms of operational budget expenditure		30%	23.80%	G2			
D222	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of operational expenditure for the Housing department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A			10%	9%	R	Effective management of operational expenditure for the Housing department, measured in terms of operational budget expenditure.	Attached - Copy of Tegries-JTD-BM.xlsx	0%	0%	N/A		0%	0%	N/A		30%	22.25%	R	Effective management of operational expenditure for the Housing department, measured in terms of operational budget expenditure		30%	22.25%	R			

D223	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of Capital expenditure for the Housing department, measured in terms of operational budget expenditure.	Percentage of the capital budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	Effective management of Capital expenditure for the Housing department, measured in terms of operational budget expenditure.	Attached	0%	0%	N/A		0%	0%	N/A		30%	30%	Effective management of Capital expenditure for the Housing department, measured in terms of operational budget expenditure.	See budget	30%	30%	G
D224	Infrastructure Services	Sewerage Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of Capital expenditure for the Waste Water department, measured in terms of operational budget expenditure.	Percentage of the capital budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	Effective management of Capital expenditure for the Waste Water department, measured in terms of operational budget expenditure	No Capital budget	0%	0%	N/A		0%	0%	N/A		30%	30%	Effective management of Capital expenditure for the Waste Water department, measured in terms of operational budget expenditure		30%	30%	G
D225	Infrastructure Services	Water Provision	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of Capital expenditure for the Water department, measured in terms of operational budget expenditure.	Percentage of the capital budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	Effective management of Capital expenditure for the Water department, measured in terms of operational budget expenditure.	No capital budget	0%	0%	N/A		0%	0%	N/A		30%	30%	Effective management of Capital expenditure for the Water department, measured in terms of operational budget expenditure.		30%	30%	G
D226	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of Capital expenditure for the Electricity department, measured in terms of operational budget expenditure.	Percentage of the capital budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	Effective management of Capital expenditure for the Electricity department, measured in terms of operational budget expenditure.	No capital budget	0%	0%	N/A		0%	0%	N/A		30%	30%	Effective management of Capital expenditure for the Electricity department, measured in terms of operational budget expenditure.		30%	30%	G
D227	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Effective management of Capital expenditure for the Roads Transport department, measured in terms of operational budget expenditure.	Percentage of the capital budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	Percentage of the capital budget actually spent	No capital budget available	0%	0%	N/A		0%	0%	N/A		30%	30%	Effective management of Capital expenditure for the Roads Transport department, measured in terms of operational budget expenditure.		30%	30%	G
D228	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Annual strategic planning in order to determine municipal targets for IDP and budgetary purposes before the finalisation of the IDP and budget	No of strategic session held annually before the finalisation of the budget and SQBP process	All	1	0	0	N/A		0	0	N/A		1	1	Annual strategic planning in order to determine municipal targets for IDP and budgetary purposes before the finalisation of the IDP and budget		0	0	N/A		0	0	N/A		0	0	N/A		1	1	G
D229	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Improvement in operational conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent I.L.o budget allocations	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	Improvement in operational conditional grant spending measured by the percentage (%) spent	See MIG spending	0%	0%	N/A		0%	0%	N/A		30%	30%	Improvement in operational conditional grant spending measured by the percentage (%) spent		30%	30%	G
D230	Infrastructure Services	Manager: Technical Services	Infrastructure Development	Provision of infrastructure to deliver improved services to all residents and business	Improvement in capital conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent I.L.o Budget allocations	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	Improvement in capital conditional grant spending measured by the percentage (%) spent	MIG Report attached - NIC MIG Monthly Quarterly Report Aug-2016 (Template) [2].pdf	0%	12%	6	Improvement in capital conditional grant spending measured by the percentage (%) spent	0%	0%	N/A		30%	37%	Improvement in capital conditional grant spending measured by the percentage (%) spent		30%	37%	G2

Summary of Results: Provision of infrastructure to deliver improved services to all residents and businesses	
KPI Not Yet Measured	10
KPI Not Met	7
KPI Almost Met	1
KPI Met	15
KPI Well Met	4
KPI Extremely Well	1
Total KPIs	38

[illegible]

D122	Finance and Administration	Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Complete an Employment Equity Plan by 30 Sept. and submit to portfolio committee	Plan submitted to portfolio committee	All	1	0	G	N/A		0	0	N/A		1	0	G	Draft report will be submitted to LLF By end September 2016 for recommendation to Council	Minutes of LLF Meeting.	0	0	N/A		0	0	N/A		0	0	N/A		1	1	G						
D123	Finance and Administration	Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Preparation and submission of equity report for the municipality by April annually to DOL	No of reports submitted to LOSETA	All	1	0	G	N/A		0	0	N/A		1	1	G	Report was compile and submitted.	document in Office of Manager: Corporate Services	0	0	N/A		0	0	N/A		0	0	N/A		1	1	G						
D124	Finance and Administration	Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Compile a Time and Attendance Policy and submit to council for approval	Policy compiled and submitted to council	All	1	0	I	R	Controls was replace to monitor attendance	0	0	N/A		0	0	N/A				0	0	N/A		0	0	N/A		0	0	N/A		0	1	B					
D125	Finance and Administration	Accounting	Financial Development	To achieve financial viability in order to render affordable services to residents	The main budget is approved by Council by the legislative deadline	Approval of Main Budget before the end of May annually	All	1	0	G	N/A		0	0	N/A		0	0	N/A				0	0	N/A		0	0	N/A		0	0	N/A		0	0						
D126	Finance and Administration	Accounting	Financial Development	To achieve financial viability in order to render affordable services to residents	Complete section 71 monthly reports and submit to MM for approval by the 10th of the following month	Number of section 71 reports approved by MM before the 10th of the next month	All	12	1	1	G	Done and sent to CFO	1	1	0	C	Section 71 report was completed and sent to the CFO	Section 71 that was sent to CFO - MFR Laingsburg - 201608.docx	1	1	G	Section 71 Report attached - MFR Quarterly Report - Q3-2016157.docx	See report attached - MFR Quarterly Report - Q3-2016157.docx	1	1	0	C	Section 71 report was sent to the CFO	Section 71 attached - MFR Laingsburg - 201610.pdf	1	1	G	Section 71 report was sent to the CFO	attached - MFR Laingsburg 201611.pdf	1	1	G	The Nov 2016 report was completed and sent to the CFO	attached - MFR Laingsburg 201611.pdf	6	6	G
D127	Finance and Administration	SCM	Financial Development	To achieve financial viability in order to render affordable services to residents	Liaise with SCM unit before 30 June to compile SCM Plan for departments for the financial year	SCM Plan for departments compiled before June	All	1	0	G	N/A		0	0	N/A		1	100	A	A Procurement Plan for all departments Capital Expenditure was completed and currently being implemented. A Procurement Plan for Operational Expenditure is still lacking and depends on cooperation from other departments.		0	0	N/A		0	0	N/A		0	0	N/A		1	100	B						
D128	Finance and Administration	SCM	Financial Development	To achieve financial viability in order to render affordable services to residents	Submit adequate specifications for the departmental SCM process in the SCM Plan before 30 June	% of specifications submitted before 30 June (number of specification submitted/ Total specifications required as per SCM Plan)	All	100%	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		100%	0%	R		0%	0%	N/A		0%	0%	N/A		100%	0%	R							
D129	Finance and Administration	SCM	Financial Development	To achieve financial viability in order to render affordable services to residents	Complete an analysis of expenditure for the previous financial year for SCM purposes and submit to Municipal Manager before 31 October	Expenditure Analysis submitted to Municipal Manager	All	1	0	G	N/A		0	0	N/A		0	0	N/A				1	0	R		0	0	N/A		0	0	N/A		1	0	R					
D130	Finance and Administration	Accounting	Financial Development	To achieve financial viability in order to render affordable services to residents	Complete a Grants Register before 30 June and submit to MM	Period in which the Grants Register is submitted to Portfolio committee	All	1	0	G	N/A		0	0	N/A		1	0	R	Not completed	None	0	0	N/A		Will be completed during June	None	0	0	N/A		0	0	N/A		1	0	R				
D131	Finance and Administration	Expenditure	Financial Development	To achieve financial viability in order to render affordable services to residents	Operational conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent i.t.o. budget allocations	All	90%	0%	100%	B	Pending on track	0	100%	R	Pending on track	grant file	10%	100%	R	Done as per requirements	grant register in place	0%	0%	N/A		0%	0%	N/A		30%	0%	R		30%	100%	B					
D132	Finance and Administration	Expenditure	Financial Development	To achieve financial viability in order to render affordable services to residents	Capital conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent i.t.o. budget allocations	All	90%	0%	100%	B	Pending on track	0	100%	R	Pending on track	grant file	10%	100%	R	Done as per requirements	grant register in place	0%	0%	N/A		0%	0%	N/A		30%	0%	R		30%	100%	B					
D133	Finance and Administration	Revenue	Financial Development	To achieve financial viability in order to render affordable services to residents	Effective management of operational expenditure for the Property Rates department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	FINANCE MANAGER COSTING		0%	0%	N/A		0%	0%	N/A		30%	0%	R		30%	10%	R						
D134	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Effective management of operational expenditure for the Financial Services department, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	20.20%	R	See Schedule C for September 2016	See Schedule C for September 2016 - Laingsburg_C schedule_Ver 2.8.Q1 MTREF 2016.xls	0%	0%	N/A		0%	0%	N/A		30%	0%	R		30%	20.20%	R						
D135	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Effective management of operational expenditure for the Budget and Treasury directorate, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	0%	R			0%	0%	N/A		0%	0%	N/A		30%	0%	R		30%	0%							
D136	Finance and Administration	Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Monthly monitoring of time and attendance status report of various employees in the directorate/ sub directorate	Ensure that all deviations highlighted in time and attendance status report on various employees in the directorate/ sub directorate are monitored and addressed	All	12	1	1	G	Attendance was monitor	1	1	0	C	Monitoring has taken place	1	1	G	Due to the fact that electronic system is regular, manual register is used.	Manual register	1	1	0	C	Due to electronic system not working, manual register are used.	Manual Register	1	1	G	Electronic system currently out of order. Employees make use of manual system.	Time and attendance control register (manual)	1	1	G	Employees who works in technical Department - out of order Manual system.	Electronic system currently - out of order Manual system.	6	6	G	
D137	Finance and Administration	Credit Control	Financial Development	To achieve financial viability in order to render affordable services to residents	Perform Ward Indigent recruitment every 6 months at Matjiesfontein, Thusing Centre and Laingsburg.	Number of Ward Indigent recruitment every 6 months at Matjiesfontein, Thusing Centre and Laingsburg.	All	6	0	G	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		3	0	R							
D138	Finance and Administration	Credit Control	Financial Development	To achieve financial viability in order to render affordable services to residents	On a monthly basis compile the electricity cut-off list for debtors older than 30 days and submit to supervisor	Number of monthly electricity cut-off lists submitted to the supervisor	All	12	1	0	R		1	0	R		1	0	R		1	0	R		1	0	R		1	0	R		1	0	R		6	0	R			
D139	Finance and Administration	Credit Control	Financial Development	To achieve financial viability in order to render affordable services to residents	On a monthly basis compile the list of debtors older than 60 days to follow credit control process and submit to supervisor	Number of monthly debtors older than 60 days lists submitted to the supervisor	All	12	1	0	R		1	0	R		1	0	R		1	0	R		1	0	R		1	0	R		1	0	R		6	0	R			
D140	Finance and Administration	Credit Control	Financial Development	To achieve financial viability in order to render affordable services to residents	On a monthly basis compile the debt write-off list and submit to supervisor.	Number of monthly debt write-off lists submitted to supervisor	All	12	1	0	R		1	0	R		1	0	R		1	0	R		1	0	R		1	0	R		1	0	R		6	0	R			
D141	Finance and Administration	Rates	Financial Development	To achieve financial viability in order to render affordable services to residents	Perform Annual Supplementary Valuation Roll and submit to Municipal Manager for approval	Annual Supplementary Valuation Roll approved by the Municipal Manager	All	1	0	G	N/A		0	0	N/A		0	0	N/A				50	0	N/A		profile SV 3 information to Roland Valuers no later than 24/10/2016 in progress	excel spreadsheet SV 3 request	0	0	N/A		0	0	N/A		0	50	A			
D142	Finance and Administration	Rates	Financial Development	To achieve financial viability in order to render affordable services to residents	Perform Monthly Rates reconciliation and submit to CFO for approval	Number of monthly Rates Reconciliation approved by CFO	All	6	0	G	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		3	0	R		3	0	R			
D143	Finance and Administration	Credit Control	Financial Development	To achieve financial viability in order to render affordable services to residents	Annually Review contracts and SLA of Credit Control Service Providers and submit for approval to Municipal Manager	Contract and SLA of Service Providers approved by Municipal Manager	All	2	0	G	N/A		0	0	N/A		0	0	N/A				0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A					

D149	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations at 30 June 2016 (Debt to Revenue (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	Debt coverage ratio as at 30 June 2016	All	88%	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		88%	0%	B		88%	0%	B	
D150	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Financial viability measured in % in terms of the total amount of outstanding service debtors in comparison with total revenue received for services at 30 June 2016 (Net Service debtors to revenue – (Total outstanding service debtors minus provision for bad debt)/ (revenue received for services) x100)	% outstanding service debtors at 30 June 2016	All	28%	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		28%	0%	B		28%	0%	B	
D151	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Financial viability measured in terms of the available cash to cover fixed operating expenditure at 30 June 2016 (Cost coverage [(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))	Cost coverage ratio as at 30 June 2016	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		1	0	R		1	0	R	
D153	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Collect percentage of the 2015/16 financial years billed revenue by 30 June 2017 (Debtors payments received during period/Billed Revenue for period x 100)	% of Billed Revenue collected by 30 June 2017 (Debtors payments received during period/Billed Revenue for period x 100)	All	60%	0%	0%	N/A		0%	0%	N/A		60%	82.84%	G2	see call culations		0%	0%	N/A		60%	92.97%	G	comply	60%	92.97%	B
D154	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Operational conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent i.e.o. budget allocations	All	90%	0%	0%	N/A		0%	0%	N/A		10%	19%	B	Grants spend		0%	0%	N/A		30%	30%	G	grants was spend in a conformance with request	30%	30%	G
D155	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Capital conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent i.e.o. Budget allocations	All	90%	0%	0%	N/A		0%	0%	N/A		10%	19%	B	spend see previous KPI		0%	0%	N/A		30%	30%	G	grants was spend in a conformance with request	30%	30%	G
D156	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	The main budget is approved by Council by the legislative deadline	Approval of Main Budget before the end of May annually	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D157	Finance and Administration	Manager: Finance and Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	The adjustment budget is approved by Council by the legislative deadline	Approval of Adjustments Budget before the end of February annually	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	

Summary of Results: To achieve financial viability in order to render affordable services to residents

KPI Not Yet Measured	14
KPI Not Met	17
KPI Almost Met	1
KPI Met	16
KPI Well Met	1
KPI Extremely Well	10
Total KPIs	59

To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values

Overall Performance for Jul 2016 to Dec 2016																																				
Ref	Directorate	Sub-Directorate	Municipal KPA	Pre-determined Objectives	KPI	Unit of Measurement	Wards	Annual Target	Jul-16				Aug-16				Sep-16				Oct-16				Nov-16				Dec-16							
									Target	Actual	R	Performance Comment	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	Performance Comment	Proof of Evidence	Target	Actual	R	
D1	Municipal Manager	Internal Audit	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Audit actual performance results documented on the SGBIP system quarterly in terms of section 45 of the Municipal systems Act and submit to MM and Performance Audit Committee	Number of audits reports submitted	All	4	0	0	N/A		1	1	G	Away Report from the Service Provider	0	0	N/A		1	1	G	Audit report	0	0	N/A		0	0	N/A		2	2	G	
D2	Municipal Manager	Internal Audit	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Coordinate the quarterly meetings of the audit committee	Number of meetings held	All	4	0	0	N/A		1	1	G	Meeting take place end September 2016.	0	0	N/A		1	1	G	Meeting postponed to end November 2016.	0	0	N/A		0	0	N/A		2	2	G	
D3	Municipal Manager	Internal Audit	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Prepare and submit quarterly progress reports to the Audit Committee on the implementation of the RBAP and progress made with the proposed corrective actions in internal audit reports by the applicable sections	Number of reports submitted	All	4	0	0	N/A		1	1	G	Meeting will be held end September 2016.	0	0	N/A		1	1	G	Risk-based Audit plan implementation report	0	0	N/A		0	0	N/A		2	2	G	
D4	Municipal Manager	Internal Audit	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Arrange meeting of the MPAC by 28 February on the Oversight report of council on the annual report	Number of meetings held	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D5	Municipal Manager	Internal Audit	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Development of an action plan by 31 January to address all the issues raised in the management letter of the Auditor General and submit to the MM for approval	Approved action plan by 31 January	All	1	0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A		0	0	N/A	
D6	Municipal Manager	Internal Audit	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Percentage of the approved RBAP for the 2015/16 period executed [(Number of audits completed for the period/ total number of audits planned for the period)x100]	(Number of audits completed for the period/ total number of audits planned for the period)x100	All	40%	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A	
D7	Municipal Manager	Internal Audit	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	100% compliance with all the legislative deliverables as measured per iComply	% compliance	All	100%	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A		0%	0%	N/A	
D27	Municipal Manager	Municipal Manager	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Improvement in operational conditional grant spending measured by the percentage (%) spent for the Whole municipality	Percentage (%) of the grant spent i.e.o. budget allocations	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	Spending in line with cash flows		0%	0%	N/A		0%	0%	N/A		30%	30%	G	Spending in line with ah flows	30%	30%	G
D28	Municipal Manager	Municipal Manager	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Improvement in capital conditional grant spending measured by the percentage (%) spent Whole municipality	Percentage (%) of the grant spent i.e.o. Budget allocations	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	in line cash flow		0%	0%	N/A		0%	0%	N/A		30%	30%	G	Spending in line with budget	30%	30%	G
D29	Municipal Manager	Municipal Manager	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Effective management of operational expenditure for the whole municipality, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	in line with cash flow		0%	0%	N/A		0%	0%	N/A		30%	30%	G	Spending in line with budget	30%	30%	G
D30	Municipal Manager	Municipal Manager	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Effective management of Capital expenditure for the whole municipality, measured in terms of operational budget expenditure.	Percentage of the operating budget actually spent (Total YTD expenditure/ Total Budget for the year)	All	90%	0%	0%	N/A		0%	0%	N/A		10%	10%	G	in line with cash flow		0%	0%	N/A		0%	0%	N/A		30%	30%	G	in line with cash flows	30%	30%	G

Laingsburg Municipality

SDBIP 2016/2017: Top Layer SDBIP Report

Ref	Directorate	Pre-determined Objectives	Municipal KPA	KPI	Unit of Measurement	Wards	KPI Owner	Baseline	Source of Evidence	Annual Target	Sep-16				Dec-16				Overall Performance for Sep 2016 to Dec 2016		
											Target	Actual	R	Departmental SDBIP Comments	Target	Actual	R	Departmental SDBIP Comments	Target	Actual	R
TL1	Municipal Manager	Developing a safe, clean, healthy and sustainable environment for communities	Environmental & Spatial Development	Implement IDP-approved greening and cleaning initiatives by 30 June 2017	Number of Initiatives implemented by 30 June 2017	All	Manager: Planning and Development	3	Approved programmes, photos	5	1	1	G	[D46] Manager: Planning and Development: Cleaning Project (September 2016)	1	1	G	[D46] Manager: Planning and Development: Cleaning Project	2	2	G
TL2	Municipal Manager	Create an environment conducive for economic development	Local Economic Development	Host events as identified in the IDP in support of promotion of LED within the Municipal area by 30 June 2017	Number of events hosted by 30 June 2017	All	Manager: Planning and Development	3	Approved programmes, photos	3	0	0	N/A		2	3	B	[D47] Manager: Planning and Development: Mayoral Golfday, LED Week & Ultra Karoo	2	3	B
TL3	Municipal Manager	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Institutional Development	Develop a Risk Based Audit Plan and submit to the audit committee for consideration by 30 June 2017	RBAP submitted to the audit committee by 30 June 2017	All	Internal Auditor	1	Proof of submission to Audit Committee	1	0	0	N/A		0	0	N/A		0	0	N/A
TL4	Municipal Manager	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Institutional Development	Effective functioning of council measured in terms of the number of ordinary council meetings per annum	Number of ordinary council meetings per annum	All	Municipal Manager	10	Minutes of council meetings	10	2	0	R		2	2	G	[D49] Municipal Manager: 2 Council meetings held (December 2016)	4	2	R
TL5	Municipal Manager	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Institutional Development	People employed from employment equity target groups in the three highest levels of management in compliance with a municipality's approved employment equity plan	Number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	All	Municipal Manager	0	Appointment letters	8	0	0	N/A		0	0	N/A		0	0	N/A
TL6	Municipal Manager	Create an environment conducive for economic development	Local Economic Development	Assist SMME's with business and/or CIDB registration by 30 June 2017	Number of SMME's assisted by 30 June 2017	All	Manager: Planning and Development	20	Proof of payment of CIDB registration and copy of Business Registration Certificate	10	0	0	N/A		0	0	N/A		0	0	N/A

TL7	Municipal Manager	Create an environment conducive for economic development	Local Economic Development	Provide financial assistance via Municipal financial aid scheme to accepted tertiary student candidates by 31 March 2017	Number of candidates assisted via Municipal financial aid scheme by 30 June 2017	All	Manager: Corporate Services	19 Minutes of Council meeting where bursaries were approved and payments made	19	0	0	N/A		0	0	N/A		0	0	N/A
TL8	Municipal Manager	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Institutional Development	The Top Layer SDBIP is approved by the Mayor within 28 days after the Main Budget has been approved	Top Layer SDBIP approved within 28 days after the Main Budget has been approved	All	Manager: Planning and Development	1 Mayoral Approved Top-Layer SDBIP	1	0	0	N/A		0	0	N/A		0	0	N/A
TL9	Municipal Manager	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Institutional Development	5 year IDP compiled and approved by Council before the end of May	IDP approved by the end of May annually	All	Manager: Planning and Development	1 Minutes of Council meeting	1	0	0	N/A		0	0	N/A		0	0	N/A
TL10	Municipal Manager	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Institutional Development	Submit final Annual Report and oversight report of council before legislative deadline	Final Annual Report and oversight report of council completed and submitted	All	Manager: Planning and Development	1 Minutes of Council meeting	1	0	0	N/A		0	0	N/A		0	0	N/A
TL11	Infrastructure Services	Effective Maintenance and manage of municipal assets and natural resources	Infrastructure Development	Limit the % electricity unaccounted for to less than 15% by 30 June 2017 [(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased] × 100]	% electricity unaccounted for by 30 June 2017 (Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased × 100	All	Manager: Infrastructure Services	20% PROMUN report mun053mx and Notes to Annual Financial Statements	15%	15%	10%	B	[D242] Manager: Infrastructure Services: Limit the % electricity unaccounted for to less than 15% by 30 June 2017 (September 2016)	15%	15%	G	[D242] Manager: Infrastructure Services: Limit the % electricity unaccounted for to less than 15% by 30 June 2017 (December 2016)	15%	15%	G
TL12	Infrastructure Services	Effective Maintenance and manage of municipal assets and natural resources	Infrastructure Development	Percentage of the total approved repair and maintenance budget spent by 30 June 2017 [(Actual amount spent on repair and maintenance of assets/ Total amount budgeted for asset repair and maintenance) × 100]	% of the total approved repair and maintenance budget spent by 30 June 2017 (Actual amount spent on repair and maintenance of assets/ Total amount budgeted for asset repair and maintenance) × 100	All	Manager: Infrastructure Services	70% Promun report 053	80%	20%	15.43%	O	[D243] Manager: Infrastructure Services: Percentage of the total approved repair and maintenance budget spent (September 2016)	40%	22.25%	R	[D243] Manager: Infrastructure Services: Percentage of the total approved repair and maintenance budget spent (December 2016)	40%	22.25%	R
TL13	Infrastructure Services	Create an environment conducive for economic development	Local Economic Development	Create job opportunities through EPWP projects by 30 June 2017	Number of job opportunities created by 30 June 2017	All	Manager: Infrastructure Services	1000 Signed contracts	114	0	0	N/A		0	0	N/A		0	0	N/A
TL14	Infrastructure Services	Effective Maintenance and manage of municipal assets and natural resources	Infrastructure Development	Obtained compliance of waste water discharge quality in terms of Green Drop Requirements for Effluent Quality Compliance by 30 June 2017	% compliance of waste water discharge Lab results with Green Drop requirements by 30 June 2017	All	Manager: Infrastructure Services	91% Lab results received from DWAF	91%	91%	0%	R		91%	91%	G	[D245] Manager: Infrastructure Services: % compliance of waste water discharge Lab results with Green Drop	91%	91%	G

TL15	Infrastructure Services	Effective Maintenance and manage of municipal assets and natural resources	Infrastructure Development	Limit the % water unaccounted for to less than 50% by 30 June 2017 (Number of Kilolitres Water Purchased or Purified - Number of Kilolitres Water Sold) / (Number of Kilolitres Water Purchased or Purified) x 100	% water unaccounted for by 30 June 2017 (Number of Kilolitres Water Purchased or Purified - Number of Kilolitres Water Sold) / (Number of Kilolitres Water Purchased or Purified) x 100	All	Manager: Infrastructure Services	50%	PROMUN report mun053mx and Notes to Annual Financial Statements	50%	60%	50%	B	[D246] Manager: Infrastructure Services: Limit the % water unaccounted for to less than 50% by 30 June 2017 (September 2016)	55%	55%	G	[D246] Manager: Infrastructure Services: Limit the % water unaccounted for to less than 50% by 30 June 2017 (December 2016)	55%	55%	G
TL16	Infrastructure Services	Effective Maintenance and manage of municipal assets and natural resources	Infrastructure Development	Obtain compliance of water quality in terms of SANS 241 - Water Quality criteria by 30 June 2017	% compliance of water quality lab results with SANS 241 - Water Quality criteria by 30 June 2017	All	Manager: Infrastructure Services	85%	Lab results received from DWAF	87%	87%	0%	R		87%	87%	G	[D247] Manager: Infrastructure Services: % compliance of water quality lab results with	87%	87%	G
TL17	Finance and Administration	Provision of infrastructure to deliver improved services to all residents and business	Infrastructure Development	Number of formal residential properties connected to the municipal electrical infrastructure network (Laingsburg credit and pre-paid electrical meters)(Excluding Eskom areas) as at 30 June 2017	Number of residential accounts which are billed/purchased electricity (Excluding Eskom areas) as at 30 June 2017 as at 30 June 2017	All	Manager: Accounting	766	PROMUN report mun053mx and Syntell Report on Customers	766	0	0	N/A		0	0	N/A		0	0	N/A
TL18	Finance and Administration	Improve the standards of living of all people in Laingsburg	Social Development	Provide 50kwh free basic electricity to registered indigent accountholders in terms of the equitable share requirements (excluding Eskom areas) as at 30 June 2017	Number of registered indigent accounts receiving free basic electricity as at 30 June 2017	All	Manager: Accounting	210	PROMUN report mun053mx	367	0	0	N/A		0	0	N/A		0	0	N/A
TL19	Finance and Administration	Provision of infrastructure to deliver improved services to all residents and business	Infrastructure Development	The percentage of the municipal capital budget actually spent on capital projects by 30 June 2017 (Actual amount spent on capital projects / Total amount budgeted for capital projects)x100 by 30 June 2017	(Actual amount spent on capital projects / Total amount budgeted for capital projects)x100 by 30 June 2017	All	Senior Manager: Finance and Corporate Services	70%	PROMUN report igl010 and Notes to Annual Financial Statements	80%	20%	5.15%	R	[D147] Senior Manager: Finance and Corporate Services: project not started in Technical department (September 2016)	45%	33.25%	R	[D147] Senior Manager: Finance and Corporate Services: Capital projects not spend accordance with plan program. Mig projects not	45%	33.25%	R
TL20	Finance and Administration	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Institutional Development	Percentage of municipality's personnel budget actually spent on training by 30 June 2017 (Total Actual Training Expenditure / Total personnel	Total expenditure on training/total personnel budget/100	All	Manager: Corporate Services	0.50%	Proof of submission to Audit Committee	0.10%	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A
TL21	Finance and Administration	To achieve financial viability in order to render affordable services to residents	Financial Development	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations at 30 June 2016 (Debt to Revenue (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	Debt coverage ratio as at 30 June 2016	All	Manager: Accounting	88	PROMUN Report igl010 and financial statements	88%	0%	0%	N/A		88%	0%	B		88%	0%	B
TL22	Finance and Administration	To achieve financial viability in order to render affordable services to residents	Financial Development	Financial viability measured in % in terms of the total amount of outstanding service debtors in comparison with total revenue received for services at 30 June 2016 (Net Service debtors to revenue - (Total outstanding service debtors minus provision for bad debt)/(revenue received for services) x100)	% outstanding service debtors at 30 June 2016	All	Manager: Accounting	25%	PROMUN Report igl010 and financial statements	28%	0%	0%	N/A		28%	0%	B		28%	0%	B
TL23	Finance and Administration	To achieve financial viability in order to render affordable services to residents	Financial Development	Financial viability measured in terms of the available cash to cover fixed operating expenditure at 30 June 2016 (Cost coverage ((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))	Cost coverage ratio as at 30 June 2016	All	Manager: Accounting	0	PROMUN Report igl010 and financial statements	1	0	0	N/A		1	0	R		1	0	R
TL24	Finance and Administration	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Institutional Development	Limit vacancy rate to less than 5% of budgeted posts by 30 June 2017 ((Number of funded posts vacant / total number of funded posts)x100)	% vacancy rate of budgeted posts by 30 June 2017 (Number of funded posts vacant / total number of funded posts)x100	All	Manager: Corporate Services	10%	Report from PROMUN financial system	5%	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A
TL25	Finance and Administration	To achieve financial viability in order to render affordable services to residents	Financial Development	Collect percentage of the 2015/16 financial years billed revenue by 30 June 2017 (Debtors payments received during period/Billed Revenue for period x 100)	% of Billed Revenue collected by 30 June 2017 (Debtors payments received during period/Billed Revenue for period x 100)	All	Senior Manager: Finance and Corporate Services	60%	PROMUN report mun080tot and igl010	60%	60%	82.84%	G2	[D153] Senior Manager: Finance and Corporate Services: see call culations (September 2016)	60%	92.97%	B	[D153] Senior Manager: Finance and Corporate Services: comply (December 2016)	60%	92.97%	B
TL26	Finance and Administration	To achieve financial viability in order to render affordable services to residents	Financial Development	Operational conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent i.L.O. budget allocations	All	Manager: Finance and Administration	90%	Grants Register	90%	10%	19%	B	[D154] Manager: Finance and Administration: Grants spend (September 2016)	30%	30%	G	[D154] Manager: Finance and Administration: grants	30%	30%	G
TL27	Finance and Administration	To achieve financial viability in order to render affordable services to residents	Financial Development	Capital conditional grant spending measured by the percentage (%) spent	Percentage (%) of the grant spent i.L.O. Budget allocations	All	Manager: Finance and Administration	90%	Grants Register	90%	10%	19%	B	[D155] Manager: Finance and Administration: spend see previous KPI	30%	30%	G	[D155] Manager: Finance and Administration: grants	30%	30%	G
TL28	Finance and Administration	The main budget is approved by Council by the legislative deadline	Financial Development	The main budget is approved by Council by the legislative deadline	Approval of Main Budget before the end of May annually	All	Manager: Finance and Administration	1	Minutes of Council meeting	1	0	0	N/A		0	0	N/A		0	0	N/A
TL29	Finance and Administration	To achieve financial viability in order to render affordable services to residents	Financial Development	The adjustment budget is approved by Council by the legislative deadline	Approval of Adjustments Budget before the end of February annually	All	Manager: Finance and Administration	1	Minutes of Council meeting	1	0	0	N/A		0	0	N/A		0	0	N/A

TL30	Finance and Administration	Provision of infrastructure to deliver improved services to all residents and business	Infrastructure Development	Number of formal residential properties for which refuse is removed once per week as at 30 June 2017	Number of residential accounts which are billed for refuse removal as at 30 June 2017	All	Manager: Accounting	1206	PROMUN report mun053mx	1.206	0	0	N/A		0	0	N/A		0	0	N/A
TL31	Finance and Administration	Improve the standards of living of all people in Laingsburg	Social Development	Provide free basic refuse removal to registered indigent accountholders in terms of the equitable share requirements as at 30 June 2017	Number of registered indigent accounts receiving free basic refuse removal as at 30 June 2017	All	Manager: Accounting	440	PROMUN report mun053mx	542	0	0	N/A		0	0	N/A		0	0	N/A
TL32	Finance and Administration	Provision of infrastructure to deliver improved services to all residents and business	Infrastructure Development	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) as at 30 June 2017	Number of residential accounts which are billed for sewerage as at 30 June 2017	All	Manager: Accounting	1206	PROMUN report mun053mx	1.206	0	0	N/A		0	0	N/A		0	0	N/A
TL33	Finance and Administration	Improve the standards of living of all people in Laingsburg	Social Development	Provide free basic sanitation to registered indigent accountholders in terms of the equitable share requirements as at 30 June 2017	Number of registered indigent accounts receiving free basic sanitation as at 30 June 2017	All	Manager: Accounting	440	PROMUN report mun053mx	542	0	0	N/A		0	0	N/A		0	0	N/A
TL34	Finance and Administration	Provision of infrastructure to deliver improved services to all residents and business	Infrastructure Development	Number of formal residential properties which receives piped water (Laingsburg credit and pre-paid water meters) and is connected to the municipal water infrastructure network as at 30 June 2017	Number of residential accounts which are billed/purchased water as at 30 June 2017	All	Manager: Accounting	1206	PROMUN report mun053mx	1.206	0	0	N/A		0	0	N/A		0	0	N/A
TL35	Finance and Administration	Improve the standards of living of all people in Laingsburg	Social Development	Provide 6kl free basic water to registered indigent accountholders in terms of the equitable share requirements as at 30 June 2017	Number of registered indigent accounts receiving free basic water as at 30 June 2017	All	Manager: Accounting	430	PROMUN report mun053mx	542	0	0	N/A		0	0	N/A		0	0	N/A
TL36	Community Services	Developing a safe, clean, healthy and sustainable environment for communities	Social Development	Participate in the provincial traffic department public safety initiatives as approved in the IDP by 30 June 2017	Number of provincial traffic department public safety initiatives participated in by 30 June 2017	All	Manager: Community Services	4	Approved programmes, photos	4	0	0	N/A		1	1	G	[D200] Manager: Community Services: public safety initiatives with province done	1	1	G

Summary of Results

KPI Not Yet Measured	20
KPI Not Met	4
KPI Almost Met	0
KPI Met	8
KPI Well Met	0
KPI Extremely Well Met	4
Total KPIs	36

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