

**LAINGSBURG MUNICIPALITY  
MFMA SECTION 72 REPORT  
MID-YEAR BUDGET & PERFORMANCE**

**ASSESSMENT REPORT  
01 July 2016 – 31 December 2016**



Contents

**1 Legislative Framework ..... 5**

1.1 The Municipal Finance Management Act..... 5

**PART 1: MID- YEAR BUDGET AND PERFORMANCE ASSESSMENT ..... 8**

**2 Mayor's Report..... 8**

2.1 Summary of the previous year's annual report ..... 8

2.1.1 Overall Financial Summary ..... 9

2.1.2 Remedial Action taken on Audit Outcomes of Prior Year ..... 11

**3 Mid-Year Performance Assessment ..... 12**

3.1 Resolutions ..... 12

3.1.1 Mid-Year Budget and Performance Report ..... 12

3.1.2 Recommendation:..... 12

**4 Executive Summary ..... 14**

4.1 Introduction ..... 14

4.2 Financial problems or risks facing the Municipality ..... 14

4.3 Other relevant information ..... 15

4.4 Operating Revenue ..... 15

4.5 Operating Expenditure ..... 15

4.6 Capital Expenditure ..... 15

4.7 Debtors..... 15

4.8 Creditors ..... 16

**5 Report on Municipal Performance ..... 17**

5.1 Directorate SDBIP Report..... 17

5.2 Pre-Determined Objectives (PDO's) SDBIP Report ..... 18

**6 In Year Budget Tables..... 20**

**(a) Monthly Budget Statement..... 21**

**(b) Monthly Budget Statement – Financial Performance Standard Classification) ..... 22**

**(c) Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote)..... 23**

**(d) Monthly Budget Statement (revenue and expenditure)..... 24**

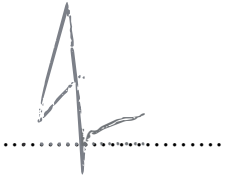
**(e) Monthly Budget Statement -Capital Expenditure (municipal vote, standard**

classification and funding)	25
<b>(f) Monthly Budget Statement-Financial Position</b>	<b>26</b>
(g) Monthly Budget Statement -Cash Flow	27
<b>7 PART 2-SUPPORTING DOCUMENTATION</b>	<b>28</b>
<b>7.1 Debtor's Analysis</b>	<b>28</b>
The debtor's analysis must contain-	28
<b>7.2 Creditor's Analysis</b>	<b>29</b>
<b>7.3 Investment Portfolio Analysis</b>	<b>30</b>
<b>8 Allocation and grant receipts and expenditure</b>	<b>31</b>
<b>8.1 Supporting Table SC6 -Grants receipts</b>	<b>31</b>
8.2 Councillor and board member allowances and employee benefits	32
<b>9 Material variances</b>	<b>33</b>
<b>10 Parent municipality financial performance</b>	<b>33</b>
<b>11 Municipal Entity Financial Performance</b>	<b>34</b>
<b>12 Capital Programme Performance</b>	<b>35</b>
<b>13 Supporting Table SC 13</b>	<b>36</b>

**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 July 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 read 'PA Williams', is written over a horizontal dotted line.

**PA WILLIAMS**

**MUNICIPAL MANAGER**

17 January 2017

# 1 Legislative Framework

This report has been prepared in terms of the following enabling legislation.

## 1.1 The Municipal Finance Management Act

The Municipal Finance Management Act-Number 56 of 2003 Section 72: Mid-Year Budget and Performance Assessment

(1)The accounting officer of a municipality must by 25 January of each year;

(a) Assess the performance of the municipality during the first half of the financial year, taking into account;

- (i) the monthly statements referred to in section 71 for the first half of the financial year;
- (ii) the municipality's service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan;
- (iii) the past year's annual report, and progress on resolving problems identified in the annual report, and
- (iv) the performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities; and

(b) Submit a report on such assessment to;

- (i) the mayor of the municipality;
- (ii) the National Treasury; and
- (iii) the relevant provincial treasury.

(2)The statement referred to in section 71(1) for the sixth month of a financial year may be incorporated into the report referred to in subsection (1) (b) of this section.

(3)The accounting officer must, as part of the review;

- (a) make recommendations as to whether an adjustments budget is necessary; and
- (b) recommend revised projections for revenue and expenditure to the extent that this may be necessary.

Reports on failure to adopt or implement budget-related and other policies

**Section 54: Budgetary control and early identification of financial problems**

- (1) On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must:
- (a) consider the statement or report;
  - (b) check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan;
  - (c) consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;
  - (d) issue any appropriate instructions to the accounting officer to ensure:
    - (i) that the budget is implemented in accordance with the service delivery and budget implementation plan; and
    - (ii) that spending of funds and revenue collection proceed in accordance with the budget;
  - (e) identify any financial problems facing the municipality, including any emerging or impending financial problems; and
  - (f) in the case of a section 72 report, submit the report to the council by 31 January of each year.
- (2) If the municipality faces any serious financial problems, the mayor must—
- (a) promptly respond to and initiate any remedial or corrective steps proposed by the accounting officer to deal with such problems, which may include—
    - (i) steps to reduce spending when revenue is anticipated to be less than projected in the municipality's approved budget;
    - (ii) the tabling of an adjustments budget; or
    - (iii) steps in terms of Chapter 13; and
  - (b) alert the council and the MEC for local government in the province to those problems.
- (3) The mayor must ensure that any revisions of the service delivery and budget implementation plan are made public promptly.

Report to provincial executive if conditions for provincial intervention exist

**Section 33: Format of a mid-year budget and performance assessment**

A mid-year budget and performance assessment of a municipality referred to in section 72 of

the Act must be in a 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.

**Section 34: Publication of mid-year budget and performance assessments**

- 1) Within five working days of 25 January each year the municipal manager must make the mid-year budget and performance assessment public by placing it on the municipal website.
- 2) The municipal manager must make public any other information that the municipal council considers appropriate to facilitate public awareness of the mid-year budget and performance assessment, including-
  - (a) summaries in alternate languages predominant in the community, and
  - (b) information relevant to each ward in the municipality.

**Section 35: Submission of mid-year budget and performance assessments**

The municipal manager must submit to the National Treasury and the relevant provincial treasury, in both printed and electronic form:

- (a) the mid-year budget and performance assessment by 25 January of each year; and
- (b) any other information relating to the mid-year budget and performance assessments as may be required by the National Treasury.

## **PART 1: MID- YEAR BUDGET AND PERFORMANCE ASSESSMENT**

This report has been prepared in terms of the Local Government: Municipal Finance Management Act Number 56 of 2003: Municipal Budget and Reporting Regulations, Government Gazette 32141, 17 April 2009.

### **2 Mayor's Report**

For the mid-year budget and performance assessment, the mayor's report must also provide -

- (a) a summary of the past year's annual report, and progress on resolving problems identified in the annual report and the audit report;
- (b) a summary of any potential impact of the national adjustments budget and the relevant provincial; and
- (c) a recommendation as to whether an adjustments budget for the municipality is necessary.

#### **2.1 Summary of the previous year's annual report**

The Statement of Financial Performance provides an overview of the performance of the municipality and focuses on the financial health of the municipality. The municipal performance was very good during the 2015/16 financial year with improvements in PDO's, Internal Audit, a functioning Audit Committee as well as a positive shift in governance but the following areas was identified for responsiveness;

- Internal Controls;
- Leadership;
- Compliance; and
- Consistency with regards to performance record keeping.



### 2.1.1 Overall Financial Summary

The table below indicates the summary of the financial performance for the 2015/16 financial year:

Financial Summary						
R'000						
Description	2014/15	2015/16			2015/16 %Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
<b>Financial Performance</b>						
Property rates	3 040	3 000	3 756	3 129	4.12	(20.03)
Service charges	13 901	17 826	16 738	15 258	(16.83)	(9.70)
Investment revenue	877	652	850	1 270	48.68	33.07
Transfers recognised - operational	15 392	17 169	18 922	17 133	(0.21)	(10.44)
Other own revenue	30 832	29 330	24 992	21 966	(33.52)	(13.78)
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>64 042</b>	<b>67 977</b>	<b>65 258</b>	<b>58 757</b>	<b>(15.69)</b>	<b>(11.06)</b>
Employee costs	12 897	17 096	17 568	15 022	(13.81)	(16.94)
Remuneration of Councillors	2 335	2 453	2 453	2 518	2.57	2.57
Depreciation & asset impairment	7 605	9 669	9 679	7 335	(31.81)	(31.96)
Finance charges	225	0	0	164	100	100
Materials and bulk purchases	6 573	6 523	8 000	7 487	12.88	(6.85)
Transfers and grants	2 772	4 231	6 252	32 405	86.94	86.80
Other expenditure	39 616	37 564	43 917	36 062	(4.16)	(21.78)
<b>Total Expenditure</b>	<b>72 023</b>	<b>77 536</b>	<b>87 869</b>	<b>100 988</b>	<b>30.25</b>	<b>14.93</b>
<b>Surplus/(Deficit)</b>	<b>(7 981)</b>	<b>(9 559)</b>	<b>(22 611)</b>	<b>(42 231)</b>	<b>341.79</b>	<b>86.77</b>
Transfers recognised - capital	24 657	27 082	32 762	30 553	11.36	(7.23)
<b>Surplus/(Deficit) for the year</b>	<b>16 676</b>	<b>17 523</b>	<b>10 151</b>	<b>(11 678)</b>	<b>(166.64)</b>	<b>(215.04)</b>
<b>Capital expenditure &amp; funds sources</b>						
<b>Capital expenditure</b>						
Internally generated funds	215	1 666	1 666	904	(84.24)	(84.24)
<b>Total sources of capital funds</b>	<b>22 032</b>	<b>28 748</b>	<b>36 524</b>	<b>32 132</b>	<b>10.53</b>	<b>(13.67)</b>
<b>Financial position</b>						
Total current assets	30 016	23 047	23 047	21 509	(0.31)	(16.91)

Financial Summary						
R'000						
Description	2014/15	2015/16			2015/16 %Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Total non-current assets	164 957	171 682	171 682	161 948	(6.01)	(6.01)
Total current liabilities	13 032	8 219	8 219	15 137	45.70	45.70
Total non-current liabilities	8 133	8 322	8 322	6 198	(34.28)	(34.28)
Community wealth/Equity	173 808	178 187	178 187	162 123	(9)	(11.20)
Cash flows						
Net cash from (used) operating	25 577	12 949	12 949	1 357	(89.52)	(89.52)
Net cash from (used) investing	(19 136)	(11 619)	(11 619)	(6 152)	(47.05)	(47.05)
<b>Cash/cash equivalents at the year end</b>	<b>14 758</b>	<b>16 088</b>	<b>16 088</b>	<b>9 964</b>	<b>(38.07)</b>	<b>(38.07)</b>
Asset management						
Asset register summary (WDV)	166 668	171 682	171 682	161 948	(6.01)	(6.01)
Depreciation & asset impairment	7 743	9 669	9 679	7 335	(31.81)	(31.96)
Repairs and Maintenance	1 874	2 405	2 405	2 488	101	3.34
<i>Variations are calculated by dividing the difference between actual and original/adjustments budget by the actual.</i>						

### Percentage of Capital & Operational Budget Spent

88.77% was spent on the Capital Budget during 2015/6 Financial Year, R23 239 000 (table 1.5.3 errata 2014/15 AR) was unspent at the end of 2014/15 financial year.

A report containing the reasons for the deviations on the Capital Budget for the 2015/16 was already tabled and approved Listed below are some of the reasons:

- The underspending of R4 982 000.00 on various projects like the rehabilitation of sports fields, new roads and storm water, electricity and water due to compliance to SCM processes as well as savings on some projects.

The Municipality achieved a 104.15% debtor's payment percentage for the 2015 /16 Financial Year and a paid all outstanding debts within 30 days (one month).

### **2.1.2 Remedial Action taken on Audit Outcomes of Prior Year**

Laingsburg Local Municipality received an unqualified audit opinion for the 2015/16 Financial Year. An action plan will be compiled and will be aligned to the Ignite System on Audit Assist where implementation and progress will be regularly monitored.

The annual report of the 2015/16 financial year is covered in a separate report to Council. Any problems and/or corrective actions identified in the oversight report by Council will be monitored and actioned for correction in the current financial year.

### 3 Mid-Year Performance Assessment

Municipal adjustments budgets

- (1) A municipality may revise an approved annual budget through an adjustments budget
- (2) An adjustments budget —
  - (a) must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the current year;
  - (b) may appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for;
  - (c) may, within a prescribed framework, authorise unforeseeable and unavoidable expenditure recommended by the mayor of the municipality;
  - (d) may authorise the utilisation of projected savings in one vote towards spending under another vote;
  - (e) may authorise the spending of funds that were unspent at the end of the past financial year where the under-spending could not reasonably have been foreseen at the time to include projected roll-overs when the annual budget for the current year was approved by the council;
  - (f) may correct any errors in the annual budget; and
  - (g) may provide for any other expenditure within a prescribed framework.

The municipality will have to be revise the budget during February 2016 due to material changes in Revenue and Expenditure

#### 3.1 Resolutions

If the mid-year review is tabled in the municipal council resolutions dealing with at least the following matters must be prepared and presented as part of the documentation, as may be relevant-

- (a) noting the monthly budget statement and any supporting documents;
- (b) noting the quarterly report on the implementation of the budget and the financial affairs for the municipal referred to in section 52(d) of the Act;
- (c) noting the mid-year budget and performance assessment referred to in section 72 of the Act;
- (d) noting the in-year reports of any municipal entities
- (e) any other resolutions that may be required

##### 3.1.1 Mid-Year Budget and Performance Report

This is the resolution that will be presented to Council when the Mid-Year Budget and Performance Assessment is tabled:

##### 3.1.2 Recommendation:

That Council take cognizance of the 2015/16 Mid-Year Budget and Performance Assessment as tabled in terms of Section 54 and 72 of the Municipal Finance Management Act.

That a revised budget for 2015/16 be submitted to Council to accommodate all new allocations and any other adjustments to the budget as well as the Service Delivery Budget and Implementation Plan like;

- Disaster Recovery Funding recalled due to lack of implementation within timeframes;
- Water Provision Projects which were not approved by the DWS for implementation;
- Projects which had to be implemented in line with current draught situation; and

Provincial Allocation gazetted within current financial year.

## **4 Executive Summary**

The executive summary of the mid-year budget and performance assessment must, in addition to the information in executive summary of the monthly budget statement as well as on the quarterly report on the implementation of the budget and the financial affairs for the municipality provide a summary of the impact of the national adjustments budget and the relevant provincial adjustments budget.

### **4.1 Introduction**

The Mid-Year Review has been prepared in terms of the Municipal Budget and Reporting Regulations (as per the prescribed formats). It must be noted that in all instances where the tables contained within this report include the audited outcomes for 2015/16 that these results are based on the audited annual financial statements that were audited by the Auditor General in accordance with Section 126 (3) of the Municipal Finance Management Act.

### **4.2 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.

**4.3 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

**4.4 Operating Revenue**

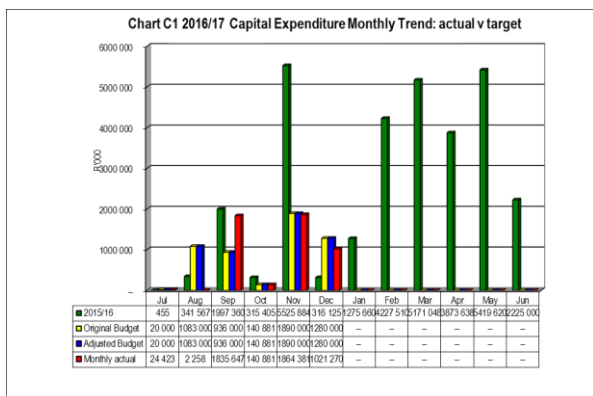
The Municipality have generated 51.5% or R40, 548 million of the Budgeted Revenue to date which exceeds the budgeted amounts. During the financial year operating grants totaling R8, 363 million were received. The largest part of the grants received forms part of the Equitable Share allocation for the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

**4.5 Operating Expenditure**

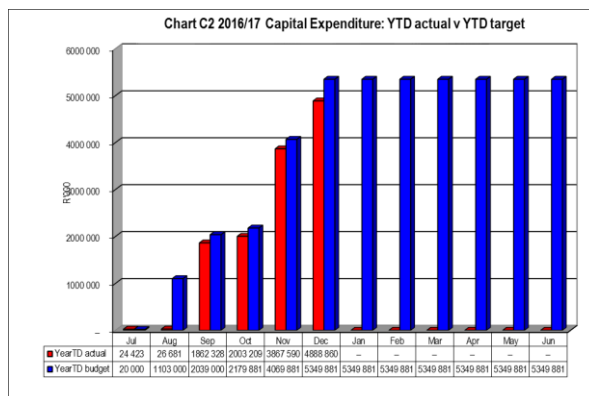
For the quarter ending December 2016, the Municipality managed to spend within the budgeted norms. An amount of R R37, 083 million or 38, 8% have been spent to date.

**4.6 Capital Expenditure**

The municipality has incurred R56 157 or 3.6% of the internal funded Capital Budget to date.



Graph 4.1 Capital Expenditure Trends (O, A & A)

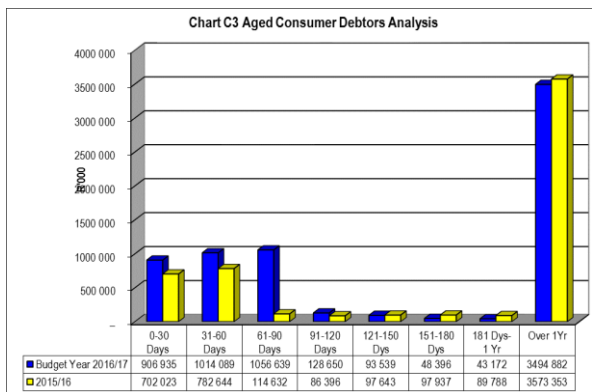


Graph 4.2 Capital Expenditure Trends

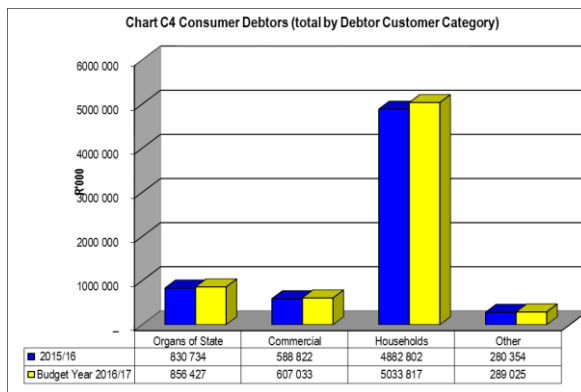
The external spending for the second quarter totals to R4, 889 million to date.

**4.7 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%.



Graph 4.2 Aged Consumer Debtors

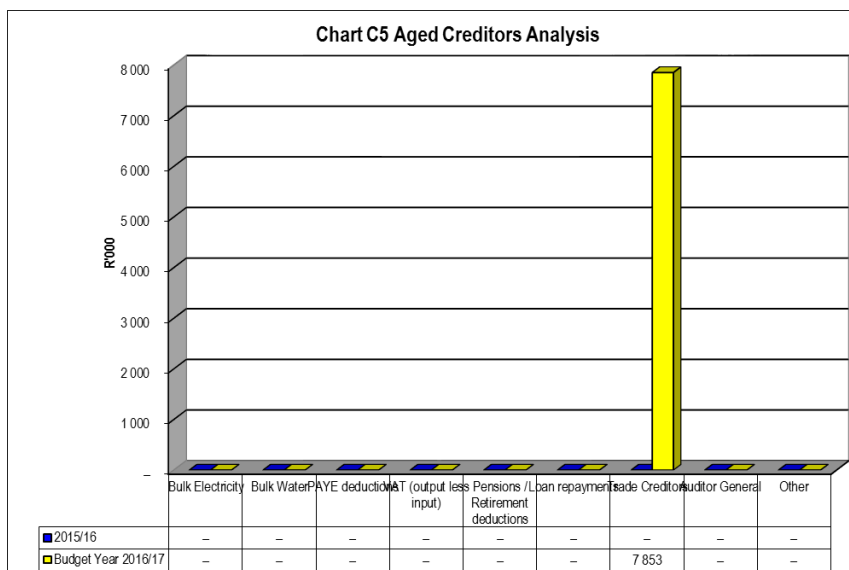


Graph 4.4 Consumer Debtors

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.

#### 4.8 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.



Graph 4.5 Aged Creditors

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 Report on Municipal Performance

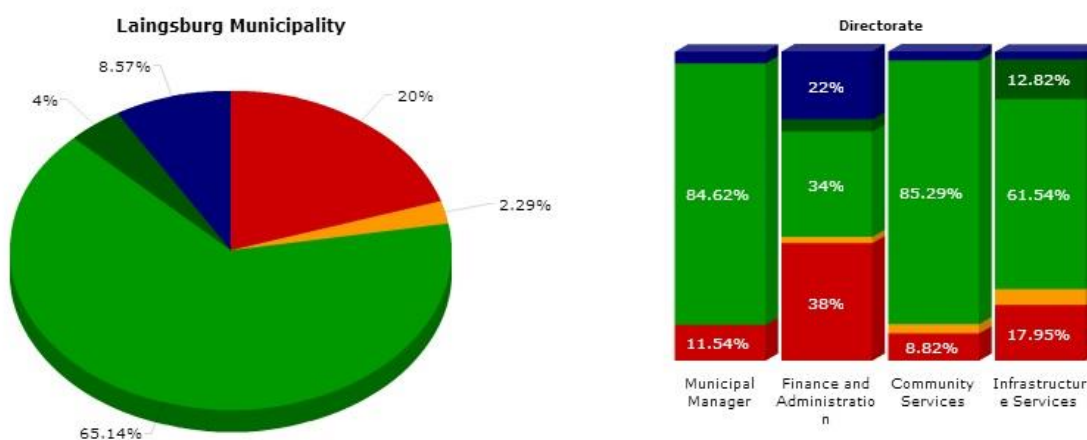
In this section we will look at the Mid-Year Assessment of the Top Layer SDBIP per KPI.

### 5.1 Directorate SDBIP Report

This graph shows the operational performance of the municipality from 1 July 2015 to 31 December 2015.

#### Departmental SDBIP Report

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



	Laingsburg Municipality	Directorate			
		Municipal Manager	Finance and Administration	Community Services	Infrastructure Services
KPI Not Met	35 (20%)	6 (11.5%)	19 (38%)	3 (8.8%)	7 (17.9%)
KPI Almost Met	4 (2.3%)	-	1 (2%)	1 (2.9%)	2 (5.1%)
KPI Met	114 (65.1%)	44 (84.6%)	17 (34%)	29 (85.3%)	24 (61.5%)
KPI Well Met	7 (4%)	-	2 (4%)	-	5 (12.8%)
KPI Extremely Well Met	15 (8.6%)	2 (3.8%)	11 (22%)	1 (2.9%)	1 (2.6%)
<b>Total:</b>	<b>175</b>	<b>52</b>	<b>50</b>	<b>34</b>	<b>39</b>

5.1 Departmental Service Deliver Performance Analysis

The graphs and the table above shows clearly the performance of the municipality per KPI for the different Directorates.

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 have once more received an unqualified audit opinion.

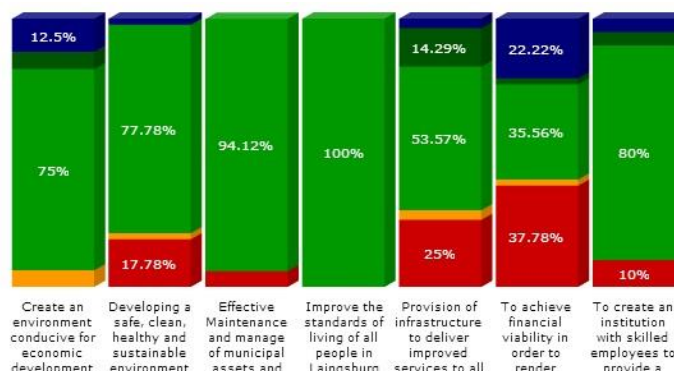
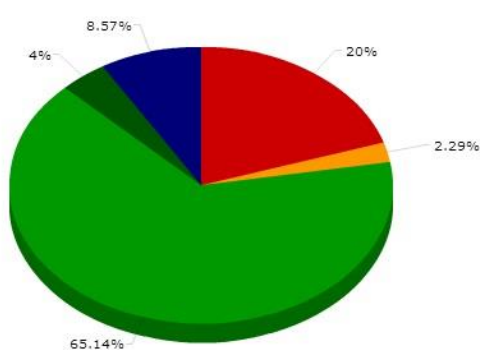
The municipality performed good during the period under review. 114 KPI'S was met and 7 KPI's was well and extremely well met but 15 KPI's was not met or almost met. Only 35 KPI's was not met and will be addressed during the February formal performance review.

The directorate which require intervention is the Finance and Corporate Department with more than 50% of the KPI's that was not met during the period under review, which are 19 KPI's of the 35KPI's.

Attached find **Annexure A**, the unaudited departmental SDBIP for the first half of the financial year.

### 5.2 Pre-Determined Objectives (PDO's) SDBIP Report

#### Top-level SDBIP Report 1 July 2016 – 31 December 2016



	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 (7.5%)	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%)
<b>Total:</b>	<b>175</b>	<b>16</b>	<b>45</b>	<b>17</b>	<b>4</b>	<b>28</b>	<b>45</b>	<b>20</b>

5.2 Top-Level Service Deliver Performance Analysis

The graphs and the table above shows clearly the performance of the municipality per

KPI for the PDO's.

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.

Also attached find **Annexure B**, the unaudited Top Level SDBIP for the first half of the financial year.

## 6 In Year Budget Tables

### **In year-budget statement**

If a municipality does not have any municipal entities, the in-year budget statement tables must consist of the tables in the First Attachment to this Schedule, namely-

- (a) Table C1 s71 Monthly Budget Statement
- (b) Table C2 Monthly Budget Statement -Financial Performance (standard classification)
- (c) Table C3 Monthly Budget Statement- Financial Performance (revenue and expenditure)
- (d) Table C4 Monthly Budget Statement- (revenue and expenditure)
- (e) Table C5 Monthly Budget Statement-Capital Expenditure (municipal vote, standard classification and funding)
- (f) Table C6 Monthly Budget Statement-Financial Position
- (g) Table C7 Monthly Budget Statement-Cash flow

*The tables included in section 5 to the end of this report are from the 'C Schedule Monthly Budget Statement'*

**(a) Monthly Budget Statement**
**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
<b>R thousands</b>									
<b>Financial Performance</b>									
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
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>61 030</b>	<b>78 695</b>	<b>78 695</b>	<b>13 954</b>	<b>40 548</b>	<b>38 665</b>	<b>1 883</b>	<b>5%</b>	<b>78 695</b>
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
<b>Total Expenditure</b>	<b>102 038</b>	<b>95 598</b>	<b>95 598</b>	<b>17 790</b>	<b>37 083</b>	<b>43 782</b>	<b>(6 698)</b>	<b>-15%</b>	<b>95 598</b>
<b>Surplus/(Deficit)</b>	<b>(41 008)</b>	<b>(16 903)</b>	<b>(16 903)</b>	<b>(3 836)</b>	<b>3 465</b>	<b>(5 117)</b>	<b>8 582</b>	<b>-168%</b>	<b>(16 903)</b>
Transfers recognised - capital	29 323	8 159	8 159	4 809	4 809	4 658	151	3%	8 159
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>(11 685)</b>	<b>(8 744)</b>	<b>(8 744)</b>	<b>974</b>	<b>8 274</b>	<b>(459)</b>	<b>8 733</b>	<b>-1905%</b>	<b>(8 744)</b>
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
<b>Surplus/ (Deficit) for the year</b>	<b>(11 685)</b>	<b>(8 744)</b>	<b>(8 744)</b>	<b>974</b>	<b>8 274</b>	<b>(459)</b>	<b>8 733</b>	<b>-1905%</b>	<b>(8 744)</b>
<b>Capital expenditure &amp; funds sources</b>									
<b>Capital expenditure</b>	<b>25 889</b>	<b>14 703</b>	<b>14 703</b>	<b>3 027</b>	<b>4 889</b>	<b>6 353</b>	<b>(1 464)</b>	<b>-23%</b>	<b>14 703</b>
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
<b>Total sources of capital funds</b>	<b>25 889</b>	<b>14 703</b>	<b>14 703</b>	<b>3 027</b>	<b>4 889</b>	<b>6 353</b>	<b>(1 464)</b>	<b>-23%</b>	<b>14 703</b>
<b>Financial position</b>									
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
<b>Community wealth/Equity</b>	<b>157 249</b>	<b>162 123</b>	<b>162 123</b>	<b>-</b>	<b>170 362</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>162 123</b>
<b>Cash flows</b>									
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
<b>Cash/cash equivalents at the month/year end</b>	<b>4 699</b>	<b>751</b>	<b>751</b>	<b>-</b>	<b>11 528</b>	<b>10 605</b>	<b>923</b>	<b>9%</b>	<b>751</b>
<b>Debtors &amp; creditors analysis</b>	<b>0-30 Days</b>	<b>31-60 Days</b>	<b>61-90 Days</b>	<b>91-120 Days</b>	<b>121-150 Dys</b>	<b>151-180 Dys</b>	<b>181 Dys-1 Yr</b>	<b>Over 1Yr</b>	<b>Total</b>
<b>Debtors Age Analysis</b>									
Total By Income Source	907	1 014	1 057	129	94	48	43	3 495	6 786
<b>Creditors Age Analysis</b>									
Total Creditors	8	-	-	-	-	-	-	-	8

Table C1 s71 Monthly Budget Statement

**(b) Monthly Budget Statement – Financial Performance Standard Classification)**

This table reflects the operating budget (Financial Performance) in the standard classifications which are the Government Finance 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 structures used by the different institutions.

The main functions are Governance and Administration, Community and Public Safety, Economic & Environmental Services and lastly the Trading Services.

**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	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Revenue - Standard</b>										
<b>Governance and administration</b>		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
<b>Community and public safety</b>		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
<b>Economic and environmental services</b>		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		-	-	-	-	-	-	-	-	-
<b>Trading services</b>		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
<b>Other</b>	4	-	-	-	-	-	-	-	-	-
<b>Total Revenue - Standard</b>	2	90 352	86 854	86 854	18 763	45 358	43 323	2 035	5%	79 156
<b>Expenditure - Standard</b>										
<b>Governance and administration</b>		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
<b>Community and public safety</b>		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
<b>Economic and environmental services</b>		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		-	-	-	-	-	-	-	-	-
<b>Trading services</b>		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
<b>Other</b>		6	13	13	1	5	6	(1)	-22%	13
<b>Total Expenditure - Standard</b>	3	102 038	95 598	95 598	17 790	37 083	43 782	(6 698)	-15%	95 598
<b>Surplus/ (Deficit) for the year</b>		(11 686)	(8 744)	(8 744)	974	8 275	(459)	8 734	-1905%	(16 442)

Table C2: s71 Monthly Budget Statement – Finance Performance (Standard Classification)

### (c) Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote)

The operating expenditure budget is approved by Council on the municipal vote level. The municipal votes reflect the Organisational structure of the municipality which is made up of the following Departments and Divisions:

- Mayoral & Council, Municipal Manager, Corporate Services, Budget and Treasury, Planning and Development, Community and Social Services, Sport and Recreation, Housing, Public Safety, Road Transport, Waste Management, Waste Water Management, Water, and Electricity.

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
<b>R thousands</b>										
<b>Revenue by Vote</b>	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 DEVELOPMENT		-	-	-	-	-	-	-	-	-
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 -		-	-	-	-	-	-	-	-	-
<b>Total Revenue by Vote</b>	2	<b>90 197</b>	<b>86 854</b>	<b>86 854</b>	<b>18 763</b>	<b>45 358</b>	<b>43 323</b>	<b>2 034</b>	<b>4.7%</b>	<b>86 854</b>
<b>Expenditure by Vote</b>	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 DEVELOPMENT		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 -		-	-	-	-	-	-	-	-	-
<b>Total Expenditure by Vote</b>	2	<b>101 882</b>	<b>95 598</b>	<b>95 598</b>	<b>17 790</b>	<b>37 083</b>	<b>43 782</b>	<b>(6 698)</b>	<b>-15.3%</b>	<b>95 598</b>
<b>Surplus/ (Deficit) for the year</b>	2	<b>(11 685)</b>	<b>(8 744)</b>	<b>(8 744)</b>	<b>974</b>	<b>8 274</b>	<b>(459)</b>	<b>8 733</b>	<b>-1904.7%</b>	<b>(8 744)</b>

Table C3:s71 Monthly Budget Statement -Financial Performance (revenue and expenditure by municipal vote)

**(d) Monthly Budget Statement (revenue and expenditure)**

This table shows the revenue by source as well as the expenditure by type.

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

Description	Ref	Budget Year 2016/17								
		2015/16 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>Revenue By Source</b>										
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		-	-	-	-	-	-	-	-	-
<b>Total Revenue (excluding capital transfers and contributions)</b>		<b>61 030</b>	<b>78 695</b>	<b>78 695</b>	<b>13 954</b>	<b>40 548</b>	<b>38 665</b>	<b>1 883</b>	<b>5%</b>	<b>78 695</b>
<b>Expenditure By Type</b>										
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		-	-	-	-	-	-	-	-	-
<b>Total Expenditure</b>		<b>102 038</b>	<b>95 598</b>	<b>95 598</b>	<b>17 790</b>	<b>37 083</b>	<b>43 782</b>	<b>(6 698)</b>	<b>-15%</b>	<b>95 598</b>
<b>Surplus/(Deficit)</b>		<b>(41 008)</b>	<b>(16 903)</b>	<b>(16 903)</b>	<b>(3 836)</b>	<b>3 465</b>	<b>(5 117)</b>	<b>8 582</b>	<b>(0)</b>	<b>(16 903)</b>
Transfers recognised - capital		29 323	8 159	8 159	4 809	4 809	4 658	151	0	8 159
Contributions recognised - capital		-	-	-	-	-	-	-	-	-
Contributed assets		-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		<b>(11 685)</b>	<b>(8 744)</b>	<b>(8 744)</b>	<b>974</b>	<b>8 274</b>	<b>(459)</b>			<b>(8 744)</b>
Taxation		-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after taxation</b>		<b>(11 685)</b>	<b>(8 744)</b>	<b>(8 744)</b>	<b>974</b>	<b>8 274</b>	<b>(459)</b>			<b>(8 744)</b>
Attributable to minorities		-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) attributable to municipality</b>		<b>(11 685)</b>	<b>(8 744)</b>	<b>(8 744)</b>	<b>974</b>	<b>8 274</b>	<b>(459)</b>			<b>(8 744)</b>
Share of surplus/ (deficit) of associate		-	-	-	-	-	-	-	-	-
<b>Surplus/ (Deficit) for the year</b>		<b>(11 685)</b>	<b>(8 744)</b>	<b>(8 744)</b>	<b>974</b>	<b>8 274</b>	<b>(459)</b>			<b>(8 744)</b>

Table C4:s71 Monthly Budget Statement -Financial Performance (revenue and expenditure)



**(e) Monthly Budget Statement -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	Budget Year 2016/17								
		2015/16 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Capital Expenditure - Standard Classification</b>										
<b>Governance and administration</b>		-	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
<b>Community and public safety</b>		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
<b>Economic and environmental services</b>		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		-	-	-	-	-	-	-	-	-
<b>Trading services</b>		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		-	-	-	-	-	-	-	-	-
<b>Other</b>		-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure - Standard Classification</b>	3	25 889	14 703	14 703	3 027	4 889	6 353	(1 464)	-23%	14 703
<b>Funded by:</b>										
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		-	-	-	-	-	-	-	-	-
<b>Transfers recognised - capital</b>		25 720	13 160	13 160	2 999	4 833	5 160	(327)	-6%	13 160
<b>Public contributions &amp; donations</b>	5	-	-	-	-	-	-	-	-	-
<b>Borrowing</b>	6	-	-	-	-	-	-	-	-	-
<b>Internally generated funds</b>		168	1 543	1 543	27	56	1 193	(1 137)	-95%	1 543
<b>Total Capital Funding</b>		25 889	14 703	14 703	3 027	4 889	6 353	(1 464)	-23%	14 703

Table C5: Monthly Budget Statement -Capital Expenditure (municipal vote, standard classification and funding)

**(f) Monthly Budget Statement-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
<b>R thousands</b>	1					
<b>ASSETS</b>						
<b>Current assets</b>						
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
<b>Total current assets</b>		<b>18 711</b>	<b>17 729</b>	<b>17 729</b>	<b>23 466</b>	<b>17 729</b>
<b>Non current assets</b>						
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
<b>Total non current assets</b>		<b>152 413</b>	<b>161 963</b>	<b>161 963</b>	<b>166 853</b>	<b>161 963</b>
<b>TOTAL ASSETS</b>		<b>171 124</b>	<b>179 693</b>	<b>179 693</b>	<b>190 319</b>	<b>179 693</b>
<b>LIABILITIES</b>						
<b>Current liabilities</b>						
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
<b>Total current liabilities</b>		<b>7 003</b>	<b>14 140</b>	<b>14 140</b>	<b>16 535</b>	<b>14 140</b>
<b>Non current liabilities</b>						
Borrowing		-	-	-	-	-
Provisions		6 872	3 429	3 429	3 421	3 429
<b>Total non current liabilities</b>		<b>6 872</b>	<b>3 429</b>	<b>3 429</b>	<b>3 421</b>	<b>3 429</b>
<b>TOTAL LIABILITIES</b>		<b>13 875</b>	<b>17 569</b>	<b>17 569</b>	<b>19 957</b>	<b>17 569</b>
<b>NET ASSETS</b>	2	<b>157 249</b>	<b>162 123</b>	<b>162 123</b>	<b>170 362</b>	<b>162 123</b>
<b>COMMUNITY WEALTH/EQUITY</b>						
Accumulated Surplus/(Deficit)		120 313	125 678	125 678	133 917	125 678
Reserves		36 937	36 445	36 445	36 445	36 445
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	2	<b>157 249</b>	<b>162 123</b>	<b>162 123</b>	<b>170 362</b>	<b>162 123</b>

Table C6: s71 Monthly Budget Statement-Financial Position

## (g) Monthly Budget Statement -Cash Flow

WC051 Laingsburg - Table C7 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
<b>R thousands</b>	1									
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>										
<b>Receipts</b>										
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		-	-	-	-	-	-	-		-
<b>Payments</b>										
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)
<b>NET CASH FROM/(USED) OPERATING ACTIVITIES</b>		<b>25 325</b>	<b>3 247</b>	<b>3 247</b>	<b>1 553</b>	<b>6 396</b>	<b>1 527</b>	<b>4 868</b>	<b>319%</b>	<b>3 247</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>										
<b>Receipts</b>										
Proceeds on disposal of PPE		-	-	-	-	-	-	-		-
Decrease (Increase) in non-current debtors		-	-	-	-	-	-	-		-
Decrease (increase) other non-current receivables		-	-	-	-	-	-	-		-
Decrease (increase) in non-current investments		-	-	-	-	-	-	-		-
<b>Payments</b>										
Capital assets		(30 689)	(12 484)	(12 484)	(1 021)	(4 889)	(899)	(3 990)	444%	(12 484)
<b>NET CASH FROM/(USED) INVESTING ACTIVITIES</b>		<b>(30 689)</b>	<b>(12 484)</b>	<b>(12 484)</b>	<b>(1 021)</b>	<b>(4 889)</b>	<b>(899)</b>	<b>3 990</b>	<b>-444%</b>	<b>(12 484)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>										
<b>Receipts</b>										
Short term loans		-	-	-	-	-	-	-		-
Borrowing long term/refinancing		-	-	-	-	-	-	-		-
Increase (decrease) in consumer deposits		99	24	24	7	57	12	45	372%	24
<b>Payments</b>										
Repayment of borrowing		-	-	-	-	-	-	-		-
<b>NET CASH FROM/(USED) FINANCING ACTIVITIES</b>		<b>99</b>	<b>24</b>	<b>24</b>	<b>7</b>	<b>57</b>	<b>12</b>	<b>(45)</b>	<b>-372%</b>	<b>24</b>
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>										
Cash/cash equivalents at beginning:		9 964	9 964	9 964	9 964	9 964	9 964	9 964		9 964
Cash/cash equivalents at month/year end:		4 699	751	751	11 528	10 605	10 605	10 605		751

Table C7: Monthly Budget Statement -Cash Flow

**Cash Flow**

The Municipality started off with a cash flow balance of R9, 954 million at the beginning of the year. 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.

## 7 PART 2-SUPPORTING DOCUMENTATION

### 7.1 Debtor's Analysis

The debtor's analysis must contain-

- (a) an aged analysis reconciled with the financial position grouped by-
  - (i) revenue source; and
  - (ii) customer group
- (b) any bad debts written off by customer group

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

Description	NT Code	Budget Year 2016/17									Total over 90 days	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			
<b>R thousands</b>													
<b>Debtors Age Analysis By Income Source</b>													
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	-	-
<b>Total By Income Source</b>	<b>2000</b>	<b>907</b>	<b>1 014</b>	<b>1 057</b>	<b>129</b>	<b>94</b>	<b>48</b>	<b>43</b>	<b>3 495</b>	<b>6 786</b>	<b>3 809</b>	-	-
<b>2015/16 - totals only</b>		<b>702 023</b>	<b>782 644</b>	<b>114 632</b>	<b>86 396</b>	<b>97 643</b>	<b>97 937</b>	<b>89 788</b>	<b>3 573 353</b>	<b>5 544</b>	<b>3 945</b>	-	<b>0</b>
<b>Debtors Age Analysis By Customer Group</b>													
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	-	-
<b>Total By Customer Group</b>	<b>2600</b>	<b>907</b>	<b>1 014</b>	<b>1 057</b>	<b>129</b>	<b>94</b>	<b>48</b>	<b>43</b>	<b>3 495</b>	<b>6 786</b>	<b>3 809</b>	-	-

Table SC3: Monthly Budget Statement -Age Debtor's

The age analysis for debtor's indicate that debts are growing with more than 1, 2 million which is 22% since the financial year. The municipality must find ways to collect outstanding debt from organs of state and households.

## 7.2 Creditor's Analysis

The creditor's analysis must contain an aged analysis by customer type reconciled with the financial position.

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

Description	NT Code	Budget Year 2016/17								Total	Prior year totals for chart (same period)	
		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			
<b>Creditors Age Analysis By Customer Type</b>												
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	-	-	-	-	-	-	-	-	-	-	-
<b>Total By Customer Type</b>	<b>2600</b>	<b>8</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8</b>	<b>-</b>

Table SC4 Monthly Budget Statement Aged creditors

The above table state that the municipality pay their creditors within 30days and does not have any outstanding creditors.

### 7.3 Investment Portfolio Analysis

The investment portfolio analysis must include information consistent with the requirements of the Municipal Investment Regulations, 2005 issued by the National Treasury.

**WC051 Laingsburg - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M06 December**

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Expiry date of investment	Accrued interest for the month	Yield for the month 1 (%)	Market value at beginning of the month	Change in market value	Market value at end of the month
		Yrs/Months							
<b>R thousands</b>									
<b>Municipality</b>									
Laingsburg		0	Call	-	39	0,0%	8 714	-	8 753
<b>Municipality sub-total</b>					39		8 714	-	8 753
<b>Entities</b>									
<b>Entities sub-total</b>					-		-	-	-
<b>TOTAL INVESTMENTS AND INTEREST</b>	2				39		8 714	-	8 753

References

1. Yield is calculated as the annualised equivalent
2. Total market value must reconcile with the total of investments on the 'Financial Position statement'

Table SC5 Monthly Budget Statement- Investment Portfolio

## 8 Allocation and grant receipts and expenditure

The disclosure on allocation and grant expenditure must reflect particulars of-

- (a) allocation and grant receipts and expenditure against each allocation or grant; and
- (b) any change in allocations as result of-
  - (i) an adjustments budget of the national or provincial government or district or local municipality; and
  - (ii) changes in grants from other providers

### 8.1 Supporting Table SC6 - Grants receipts

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

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
<b>R thousands</b>										
<b>RECEIPTS:</b>	1,2									
<b>Operating Transfers and Grants</b>										
<b>National Government:</b>		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]		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		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
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
NEW FINANCIAL SYSTEM		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	-	-	-	-	-	-	-
Dept of Water Affairs		-	-	-	-	-	-	-	-	-
<b>Total Operating Transfers and Grants</b>	5	14 242	16 477	16 477	286	6 547	8 488	(1 941)	-22,9%	16 477
<b>Capital Transfers and Grants</b>										
<b>National Government:</b>		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 UNPEND 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]		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		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		-	-	-	-	-	-	-	-	-
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Total Capital Transfers and Grants</b>	5	27 870	8 159	8 159	1 017	6 620	4 658	1 962	42,1%	8 159
<b>TOTAL RECEIPTS OF TRANSFERS &amp; GRANTS</b>	5	42 112	24 636	24 636	1 303	13 167	13 146	21	0,2%	24 636

Table SC6 Monthly Budget Statements – Transfers and Grants receipts

## 8.2 Councillor and board member allowances and employee benefits

Expenditure on Councillor and board members allowances and employee benefits. The disclosure on Councillor and board members allowances and employee benefit must include a comparison of actual expenditure and budgeted expenditure on-

- (a) Councillor allowances
- (b) board member allowances, and
- (c) employee benefits.

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

Summary of Employee and Councillor remuneration b R thousands	Ref	Budget Year 2016/17								
		2015/16 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
e	1	A	B	C					D	
<b>Councillors (Political Office Bearers plus Other)</b>										
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		-	-	-	-	-	-	-	-	-
<b>Sub Total - Councillors</b>		<b>2 516</b>	<b>2 790</b>	<b>2 790</b>	<b>201</b>	<b>1 284</b>	<b>1 395</b>	<b>(110)</b>	<b>-8%</b>	<b>2 790</b>
<b>% increase</b>	4		<b>10,9%</b>	<b>10,9%</b>						<b>10,9%</b>
<b>Senior Managers of the Municipality</b>										
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	2	70	-	-	5	31	-	31	#DIV/0!	-
<b>Sub Total - Senior Managers of Municipality</b>		<b>2 640</b>	<b>3 255</b>	<b>3 255</b>	<b>282</b>	<b>1 781</b>	<b>1 627</b>	<b>153</b>	<b>9%</b>	<b>3 255</b>
<b>% increase</b>	4		<b>23,3%</b>	<b>23,3%</b>						<b>23,3%</b>
<b>Other Municipal Staff</b>										
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	2	-	-	-	-	-	-	-	-	-
<b>Sub Total - Other Municipal Staff</b>		<b>10 020</b>	<b>15 996</b>	<b>15 996</b>	<b>1 249</b>	<b>8 293</b>	<b>7 998</b>	<b>295</b>	<b>4%</b>	<b>15 977</b>
<b>% increase</b>	4		<b>59,6%</b>	<b>59,6%</b>						<b>59,5%</b>
<b>Total Parent Municipality</b>		<b>15 176</b>	<b>22 040</b>	<b>22 040</b>	<b>1 731</b>	<b>11 358</b>	<b>11 020</b>	<b>338</b>	<b>3%</b>	<b>22 022</b>
Unpaid salary, allowances & benefits in arrears:										
<b>TOTAL SALARY, ALLOWANCES &amp; BENEFITS</b>		<b>15 176</b>	<b>22 040</b>	<b>22 040</b>	<b>1 731</b>	<b>11 358</b>	<b>11 020</b>	<b>338</b>	<b>3%</b>	<b>22 022</b>
<b>% increase</b>	4		<b>45,2%</b>	<b>45,2%</b>						<b>45,1%</b>
<b>TOTAL MANAGERS AND STAFF</b>		<b>12 660</b>	<b>19 251</b>	<b>19 251</b>	<b>1 530</b>	<b>10 074</b>	<b>9 625</b>	<b>448</b>	<b>5%</b>	<b>19 232</b>



## 9 Material variances

### Material variances to the service delivery and budget implementation plan

In the monthly financial statements provide a disclosure on monthly targets for revenue, expenditure and cash flow that includes a consolidated projection of cash flow for the budget setting out receipts by source per month for the budget year with actual for past months and revised forecasts for future months, and shown in total for the two years following the budget year.

### Monthly Budget Statements- Actuals and Revised Targets for Cash Receipts

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 Outcome	August Outcome	Sept Outcome	October Outcome	Nov Outcome	Dec Outcome	January Budget	Feb Budget	March Budget	April Budget	May Budget	June Budget	Budget Year 2016/17	Budget Year +1 2017/18	Budget Year +2 2018/19
<b>Cash Receipts By Source</b>																
Property rates	150	70	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	136	130	139	123	131	231	219	225	224	209	710	2 581	2 839	3 066	
Service charges - sanitation revenue	89	116	105	130	100	108	124	127	127	124	128	267	1 546	1 701	1 837	
Service charges - refuse	95	116	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	136	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	
<b>Cash Receipts by Source</b>	<b>8 152</b>	<b>5 557</b>	<b>2 913</b>	<b>5 212</b>	<b>2 447</b>	<b>7 070</b>	<b>3 209</b>	<b>6 091</b>	<b>3 349</b>	<b>3 211</b>	<b>6 108</b>	<b>(1 746)</b>	<b>51 573</b>	<b>56 731</b>	<b>61 269</b>	
<b>Other Cash Flows by Source</b>																
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	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	
<b>Total Cash Receipts by Source</b>	<b>11 294</b>	<b>5 559</b>	<b>2 918</b>	<b>5 245</b>	<b>2 455</b>	<b>7 077</b>	<b>3 711</b>	<b>7 093</b>	<b>3 851</b>	<b>3 713</b>	<b>6 610</b>	<b>207</b>	<b>59 733</b>	<b>65 706</b>	<b>70 962</b>	
<b>Cash Payments by Type</b>																
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	166	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	96	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	
<b>Cash Payments by Type</b>	<b>3 637</b>	<b>5 333</b>	<b>4 116</b>	<b>3 856</b>	<b>5 640</b>	<b>5 516</b>	<b>4 502</b>	<b>4 521</b>	<b>4 490</b>	<b>4 447</b>	<b>4 426</b>	<b>(13 830)</b>	<b>36 650</b>	<b>62 134</b>	<b>67 105</b>	
<b>Other Cash Flows/Payments by Type</b>																
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)	—	—	—	
<b>Total Cash Payments by Type</b>	<b>3 661</b>	<b>5 334</b>	<b>5 951</b>	<b>3 997</b>	<b>7 504</b>	<b>6 538</b>	<b>5 898</b>	<b>7 749</b>	<b>6 397</b>	<b>5 840</b>	<b>6 441</b>	<b>(16 175)</b>	<b>49 134</b>	<b>75 867</b>	<b>81 936</b>	
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>	<b>7 633</b>	<b>226</b>	<b>(3 034)</b>	<b>1 248</b>	<b>(5 049)</b>	<b>539</b>	<b>(2 187)</b>	<b>(656)</b>	<b>(2 546)</b>	<b>(2 127)</b>	<b>169</b>	<b>16 382</b>	<b>10 598</b>	<b>(10 161)</b>	<b>(10 974)</b>	
Cash/cash equivalents at the month/year beginning:	9 964	17 596	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 month/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)	

Table SC9: Monthly Budget Statements- Actuals and Revised Targets for Cash Receipts

## 10 Parent municipality financial performance

Not applicable to Laingsburg Municipality at this time

WC051 Laingsburg - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M06 December

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
<b>R thousands</b>	1									
<b>Revenue By Source</b>										
Property rates								-		
Property rates - penalties & collection charges								-		
Service charges - electricity revenue								-		
Service charges - water revenue								-		
Service charges - sanitation revenue								-		
Service charges - refuse revenue								-		
Service charges - other								-		
Rental of facilities and equipment								-		
Interest earned - external investments								-		
Interest earned - outstanding debtors								-		
Dividends received								-		
Fines								-		
Licences and permits								-		
Agency services								-		
Transfers recognised - operational								-		
Other revenue								-		
Gains on disposal of PPE								-		
<b>Total Revenue (excluding capital transfers and contribution)</b>		-	-	-	-	-	-	-		-
<b>Expenditure By Type</b>										
Employee related costs								-		
Remuneration of councillors								-		
Debt impairment								-		
Depreciation & asset impairment								-		
Finance charges								-		
Bulk purchases								-		
Other materials								-		
Contracted services								-		
Transfers and grants								-		
Other expenditure								-		
Loss on disposal of PPE								-		
<b>Total Expenditure</b>		-	-	-	-	-	-	-		-
<b>Surplus/(Deficit)</b>		-	-	-	-	-	-	-		-
Transfers recognised - capital								-		
Contributions recognised - capital								-		
Contributed assets								-		
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		-	-	-	-	-	-	-		-
Taxation								-		
<b>Surplus/(Deficit) after taxation</b>		-	-	-	-	-	-	-		-

Table SC10: Parent Municipality Performance

# 11 Municipal Entity Financial Performance

Not applicable to Laingsburg Municipality at this time

WC051 Laingsburg - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M06 December

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	
<b>R thousands</b>											
<b>Revenue By Municipal Entity</b>											
<i>Insert name of municipal entity</i>								-			
								-			
								-			
								-			
								-			
								-			
								-			
<b>Total Operating Revenue</b>	1	-	-	-	-	-	-	-			-
<b>Expenditure By Municipal Entity</b>											
<i>Insert name of municipal entity</i>								-			
								-			
								-			
								-			
								-			
								-			
								-			
<b>Total Operating Expenditure</b>	2	-	-	-	-	-	-	-			-
<b>Surplus/ (Deficit) for the yr/period</b>		-	-	-	-	-	-	-			-
<b>Capital Expenditure By Municipal Entity</b>											
<i>Insert name of municipal entity</i>								-			
								-			
								-			
								-			
								-			
<b>Total Capital Expenditure</b>	3	-	-	-	-	-	-	-			-

Table SC11: Municipal Entity Financial Performance

## 12 Capital Programme Performance

The disclosure on capital programme performance must include at least-

- (a) capital expenditure by month,
- (b) a summary of capital expenditure by asset class and sub-class

WC051 Laingsburg - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M06 December

Month	2015/16	Budget Year 2016/17							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	% spend of Original Budget
<b>R thousands</b>									
<b>Monthly expenditure performance trend</b>									
July	0	20	20	24	24	20	(4)	-22,1%	0%
August	342	1 083	1 083	2	27	1 103	1 076	97,6%	0%
September	1 997	936	936	1 836	1 862	2 039	177	8,7%	35%
October	315	141	141	141	2 003	2 180	177	8,1%	37%
November	5 526	1 890	1 890	1 864	3 868	4 070	202	5,0%	72%
December	316	1 280	1 280	1 021	4 889	5 350	461	8,6%	91%
January	1 276					5 350	-		
February	4 228					5 350	-		
March	5 171					5 350	-		
April	3 874					5 350	-		
May	5 420					5 350	-		
June	2 225					5 350	-		
<b>Total Capital expenditure</b>	<b>30 689</b>	<b>5 350</b>	<b>5 350</b>	<b>4 889</b>					

The Municipality is 8.6% below the projected capital expenditure for December 2016, when comparing the year to date budgeted with the year to date actual expenditure.

### 13 Supporting Table SC 13

Supporting Tables SC 13 include the following:

- (a) SC13a: Capital Expenditure on new assets by asset class
- (b) SC13b: Capital Expenditure on renewal of existing asset by asset class

(These two tables total to Table C5) (c) SC13c: Expenditure on repairs and maintenance by asset class

WC051 Laingsburg - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M06 December										
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
<b>R thousands</b>	1									
<b>Capital expenditure on new assets by Asset Class/Sub-class</b>										
<b>Infrastructure</b>		23 866	11 351	11 351	451	3 340	5 080	1 740	34,3%	11 351
Infrastructure - Road transport		11 745	-	-	451	802	-	(802)	#DIV/0!	-
Roads, Pavements & Bridges		2 302	-	-	451	802	-	(802)	#DIV/0!	-
Storm water		9 443	-	-	-	-	-	-	-	-
Infrastructure - Electricity		8 614	2 000	2 000	-	2 511	2 000	(511)	-25,5%	2 000
Generation		-	-	-	-	-	-	-	-	-
Transmission & Reticulation		7 111	2 000	2 000	-	2 511	2 000	(511)	-25,5%	2 000
Street Lighting		1 503	-	-	-	-	-	-	-	-
Infrastructure - Water		2 341	6 351	6 351	-	-	80	80	100,0%	6 351
Dams & Reservoirs		1 464	3 467	3 467	-	-	-	-	-	3 467
Water purification		-	-	-	-	-	-	-	-	-
Reticulation		877	2 883	2 883	-	-	80	80	100,0%	2 883
Infrastructure - Sanitation		1 166	3 000	3 000	-	27	3 000	2 973	99,1%	3 000
Reticulation		1 166	3 000	3 000	-	27	3 000	2 973	99,1%	3 000
Sewerage purification		-	-	-	-	-	-	-	-	-
Infrastructure - Other		-	-	-	-	-	-	-	-	-
Waste Management		-	-	-	-	-	-	-	-	-
Transportation		-	-	-	-	-	-	-	-	-
Gas		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Community</b>		1 398	1 889	1 889	570	1 496	160	(1 336)	-835,1%	1 889
Parks & gardens		-	-	-	-	-	-	-	-	-
Sportsfields & stadia		1 072	429	429	-	95	-	(95)	#DIV/0!	429
Swimming pools		-	-	-	-	-	-	-	-	-
Community halls		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	4	4	-	(4)	#DIV/0!	-
Recreational facilities		-	-	-	-	-	-	-	-	-
Fire, safety & emergency		-	-	-	-	-	-	-	-	-
Security and policing		-	-	-	-	-	-	-	-	-
Buses		-	-	-	-	-	-	-	-	-
Clinics		-	-	-	-	-	-	-	-	-
Museums & Art Galleries		-	-	-	-	-	-	-	-	-
Cemeteries		326	1 300	1 300	-	831	-	(831)	#DIV/0!	1 300
Social rental housing		-	160	160	566	566	160	(406)	-253,4%	160
Other		-	-	-	-	-	-	-	-	-
<b>Heritage assets</b>		-	-	-	-	-	-	-	-	-
Buildings		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Investment properties</b>		-	-	-	-	-	-	-	-	-
Housing development		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Other assets</b>		624	1 463	1 463	0	53	1 113	1 060	95,2%	1 463
General vehicles		-	650	650	-	-	650	650	100,0%	650
Specialised vehicles		-	-	-	-	-	-	-	-	-
Plant & equipment		589	330	330	0	4	-	(4)	#DIV/0!	330
Computers - hardware/equipment		-	60	60	-	-	60	60	100,0%	60
Furniture and other office equipment		-	203	203	-	25	203	178	87,6%	203
Abattoirs		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Civic Land and Buildings		-	-	-	-	-	-	-	-	-
Other Buildings		35	220	220	-	24	200	176	88,1%	220
Other Land		-	-	-	-	-	-	-	-	-
Surplus Assets - (Investment or Inventory)		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Agricultural assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Biological assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Intangibles</b>		-	-	-	-	-	-	-	-	-
Computers - software & programming		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure on new assets</b>	1	25 889	14 703	14 703	1 021	4 889	6 353	1 464	23,0%	14 703
<b>Specialised vehicles</b>		-	-	-	-	-	-	-	-	-
Refuse		-	-	-	-	-	-	-	-	-
Fire		-	-	-	-	-	-	-	-	-
Conservancy		-	-	-	-	-	-	-	-	-
Ambulances		-	-	-	-	-	-	-	-	-

Table SC13a: Capital Expenditure on new assets by asset class

WC051 Laingsburg - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M06

Description	Ref	Budget Year 2016/17								
		2015/16 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Capital expenditure on renewal of existing assets by Asset Class/Sub-class</b>										
<b>Infrastructure</b>		-	-	-	-	-	-	-	-	-
Infrastructure - Road transport		-	-	-	-	-	-	-	-	-
Roads, Pavements & Bridges		-	-	-	-	-	-	-	-	-
Storm water		-	-	-	-	-	-	-	-	-
Infrastructure - Electricity		-	-	-	-	-	-	-	-	-
Generation		-	-	-	-	-	-	-	-	-
Transmission & Reticulation		-	-	-	-	-	-	-	-	-
Street Lighting		-	-	-	-	-	-	-	-	-
Infrastructure - Water		-	-	-	-	-	-	-	-	-
Dams & Reservoirs		-	-	-	-	-	-	-	-	-
Water purification		-	-	-	-	-	-	-	-	-
Reticulation		-	-	-	-	-	-	-	-	-
Infrastructure - Sanitation		-	-	-	-	-	-	-	-	-
Reticulation		-	-	-	-	-	-	-	-	-
Sewerage purification		-	-	-	-	-	-	-	-	-
Infrastructure - Other		-	-	-	-	-	-	-	-	-
Waste Management		-	-	-	-	-	-	-	-	-
Transportation		-	-	-	-	-	-	-	-	-
Gas		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Community</b>		-	-	-	-	-	-	-	-	-
Parks & gardens		-	-	-	-	-	-	-	-	-
Sportsfields & stadia		-	-	-	-	-	-	-	-	-
Swimming pools		-	-	-	-	-	-	-	-	-
Community halls		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
Recreational facilities		-	-	-	-	-	-	-	-	-
Fire, safety & emergency		-	-	-	-	-	-	-	-	-
Security and policing		-	-	-	-	-	-	-	-	-
Buses		-	-	-	-	-	-	-	-	-
Clinics		-	-	-	-	-	-	-	-	-
Museums & Art Galleries		-	-	-	-	-	-	-	-	-
Cemeteries		-	-	-	-	-	-	-	-	-
Social rental housing		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Heritage assets</b>		-	-	-	-	-	-	-	-	-
Buildings		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Investment properties</b>		-	-	-	-	-	-	-	-	-
Housing development		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Other assets</b>		-	-	-	-	-	-	-	-	-
General vehicles		-	-	-	-	-	-	-	-	-
Specialised vehicles		-	-	-	-	-	-	-	-	-
Plant & equipment		-	-	-	-	-	-	-	-	-
Computers - hardware/equipment		-	-	-	-	-	-	-	-	-
Furniture and other office equipment		-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Civic Land and Buildings		-	-	-	-	-	-	-	-	-
Other Buildings		-	-	-	-	-	-	-	-	-
Other Land		-	-	-	-	-	-	-	-	-
Surplus Assets - (Investment or Inventory)		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Agricultural assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Biological assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Intangibles</b>		-	-	-	-	-	-	-	-	-
Computers - software & programming		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure on renewal of existing ass</b>	1	-	-	-	-	-	-	-	-	-
<b>Specialised vehicles</b>		-	-	-	-	-	-	-	-	-
Refuse		-	-	-	-	-	-	-	-	-
Fire		-	-	-	-	-	-	-	-	-
Conservancy		-	-	-	-	-	-	-	-	-
Ambulances		-	-	-	-	-	-	-	-	-

Table SC13b: Capital Expenditure on renewal of existing asset by asset class

WC051 Laingsburg - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M06 December

Description	Ref	Budget Year 2016/17								
		2015/16 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Repairs and maintenance expenditure by Asset Class/Sub-class</b>										
<b>Infrastructure</b>		1 039	1 345	1 345	4	158	672	514	76.5%	1 345
Infrastructure - Road transport		3	60	60	-	7	30	23	76.5%	60
Roads, Pavements & Bridges		3	47	47	-	7	24	17	70.2%	47
Storm water		-	13	13	-	-	6	6	100.0%	13
Infrastructure - Electricity		180	285	285	(12)	103	142	39	27.5%	285
Generation		-	-	-	-	-	-	-	-	-
Transmission & Reticulation		130	185	185	8	77	93	16	17.0%	185
Street Lighting		50	100	100	(20)	26	50	24	47.2%	100
Infrastructure - Water		110	264	264	16	34	132	98	74.5%	264
Dams & Reservoirs		1	44	44	0	6	22	15	70.2%	44
Water purification		-	-	-	-	-	-	-	-	-
Reticulation		108	220	220	16	27	110	83	75.3%	220
Infrastructure - Sanitation		730	697	697	0	14	348	334	96.0%	697
Reticulation		702	672	672	(0)	1	336	335	99.8%	672
Sewerage purification		28	25	25	1	14	12	(1)	-8.6%	25
Infrastructure - Other		16	40	40	-	-	20	20	100.0%	40
Waste Management		16	40	40	-	-	20	20	100.0%	40
Transportation		-	-	-	-	-	-	-	-	-
Gas		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Community</b>		36	61	61	2	11	31	20	65.0%	61
Parks & gardens		-	-	-	-	-	-	-	-	-
Sportsfields & stadia		-	17	17	-	-	9	9	100.0%	17
Swimming pools		-	-	-	-	-	-	-	-	-
Community halls		-	6	6	-	-	3	3	100.0%	6
Libraries		-	-	-	-	-	-	-	-	-
Recreational facilities		-	-	-	-	-	-	-	-	-
Fire, safety & emergency		-	-	-	-	-	-	-	-	-
Security and policing		-	-	-	-	-	-	-	-	-
Buses		-	-	-	-	-	-	-	-	-
Clinics		-	-	-	-	-	-	-	-	-
Museums & Art Galleries		-	-	-	-	-	-	-	-	-
Cemeteries		-	-	-	-	-	-	-	-	-
Social rental housing		36	37	37	2	11	19	8	42.8%	37
Other		-	-	-	-	-	-	-	-	-
<b>Heritage assets</b>		-	-	-	-	-	-	-	-	-
Buildings		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Investment properties</b>		329	450	450	20	113	225	112	49.9%	450
Housing development		327	378	378	20	103	189	86	45.4%	378
Other		2	72	72	-	9	36	27	74.1%	72
<b>Other assets</b>		708	1 543	1 543	65	479	771	292	37.8%	1 543
General vehicles		456	687	687	26	298	344	46	13.3%	687
Specialised vehicles		-	-	-	-	-	-	-	-	-
Plant & equipment		61	280	280	9	31	140	109	77.5%	280
Computers - hardware/equipment		-	-	-	-	-	-	-	-	-
Furniture and other office equipment		185	569	569	30	146	285	138	48.6%	569
Abattoirs		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Civic Land and Buildings		-	-	-	-	-	-	-	-	-
Other Buildings		6	6	6	-	4	3	(1)	-21.3%	6
Other Land		-	-	-	-	-	-	-	-	-
Surplus Assets - (Investment or Inventory)		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Agricultural assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Biological assets</b>		-	-	-	-	-	-	-	-	-
List sub-class		-	-	-	-	-	-	-	-	-
<b>Intangibles</b>		-	-	-	-	-	-	-	-	-
Computers - software & programming		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>Total Repairs and Maintenance Expenditure</b>		<b>2 111</b>	<b>3 399</b>	<b>3 399</b>	<b>91</b>	<b>761</b>	<b>1 699</b>	<b>939</b>	<b>55.2%</b>	<b>3 399</b>
<b>Specialised vehicles</b>		-	-	-	-	-	-	-	-	-
Refuse		-	-	-	-	-	-	-	-	-
Fire		-	-	-	-	-	-	-	-	-
Conservancy		-	-	-	-	-	-	-	-	-
Ambulances		-	-	-	-	-	-	-	-	-

Table SC13c: Expenditure on repairs and maintenance by asset class

**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			Departmental SDBIP Comments	Dec-16			Overall Performance for Sep 2016 to Dec 2016			
											Target	Actual	R		Target	Actual	R	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)x100]	% 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)x100	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 started at this	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 budget) x 100)	(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.t.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 was spend in a	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.t.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 was spend in a	30%	30%	G

TL28	Finance and Administration	To achieve financial viability in order to render affordable services to residents	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
<b>Total KPIs</b>	<b>36</b>



D214	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 certificate 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 PWJ 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		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		0	0	N/A

**Summary of Results: Create an environment conducive for economic development**

KPI Not Yet Measu	9
KPI Not Met	0
KPI Almost Met	1
KPI Met	12
KPI Well Met	1
KPI Extremely Well	2
<b>Total KPIs</b>	<b>25</b>

**Developing a safe, clean, 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			Oct-16			Nov-16			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					
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		1	0	R				
D22	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Timous 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		1	1	G					
D23	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Ensuring performance by the timeous 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	S Signed Agreements	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		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 compiled by section 56 employees and managers reporting to the MM to address 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					
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					
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		1	1	G	Delegations review		0	0	N/A		0	0	N/A		1	1	G		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	Council meeting		1	1	G	Council meeting		0	0	N/A		5	2	R		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	1 Special Council		0	0	N/A		5	1	R		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					
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					
D42	Municipal Manager	Municipal Manager	Institutional Development	Developing a safe, clean, healthy and sustainable environment for communities	Develop Actions 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					
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					
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	0	R		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					
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	0	R		1	0	R		1	0	R		6	0	R					
D154	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 Natis on the number of learner divers licenses, drivers licenses and roadway 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 Natis on the number of learner divers licenses, drivers licenses and roadway 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

D168	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	proof of payment kept 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	N/A	0	0	N/A	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	N/A	0	0	N/A	N/A	1	0	R	No schools visited	N/A	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 Karoo 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	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	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	N/A	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 field once a month	signed off inspection report kept in office	6	6	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	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	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	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage spend	0%	0%	N/A	N/A	0%	0%	N/A	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	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of budget spend	0%	0%	N/A	N/A	0%	0%	N/A	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	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of budget spend	0%	0%	N/A	N/A	0%	0%	N/A	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	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of budget spend	0%	0%	N/A	N/A	0%	0%	N/A	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	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of budget spend	0%	0%	N/A	N/A	0%	0%	N/A	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	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of budget spend	0%	0%	N/A	N/A	0%	0%	N/A	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	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of budget spend	0%	0%	N/A	N/A	0%	0%	N/A	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	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of budget spend	0%	0%	N/A	N/A	0%	0%	N/A	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	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of budget spend	0%	0%	N/A	N/A	0%	0%	N/A	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 process	No of strategic session held annually before the finalisation of the budget and SDBIP process	All	1	0	0	N/A	N/A	0	0	N/A	N/A	1	0	R	none yet	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	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.t.o. budget allocations	All	90%	0%	0%	N/A	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of library grant spend	0%	0%	N/A	N/A	0%	0%	N/A	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.t.o. Budget allocations	All	90%	0%	0%	N/A	N/A	0%	0%	N/A	N/A	10%	10%	G	percentage of library grant spend	0%	0%	N/A	N/A	0%	0%	N/A	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 various 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 book in the OB	1	1	G	employees signed on duty in the attendance register / occurrence book	In / out signed in the Q/B	1	1	G	employees book on and off duty in the occurrence book	signed in / out in the Q/B	1	1	G	register on and off duty within the occurrence book	proof in the Q/B	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 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	N/A	100%	100%	G	information given to the necessary department in time	information in the annual report	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	100%	100%	G				









D204	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	0	N/A	0	0	N/A	0	0	N/A	1	1	G	Report received from Worley Parsons and tabled for approval during November 2016 council meeting	Document available at Manager Infrastructure Services office	0	0	N/A	0	0	N/A	0	0	N/A	1	1	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 department	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 agreement at finance	95%	95%	G	Install metered water connections within 5 days after payment is received	Consumer agreement 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	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	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	0	N/A	1	1	G	Conduct quarterly maintenance inspection on all vehicles	Inspection form attached - Voertuiginspeksieverlag 30 September 2016.docx	0	0	N/A	0	0	N/A	1	1	R	No quarterly maintenance inspection has been done For December 2016	0	0	N/A	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	Report attached - Results from BemLab Augustus 2016.mng	1	1	G	Monthly sample has been submitted to BEM Lab laboratory	Report attached - Rioid 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	1	1	G	Monthly sample has been submitted to BEM Lab laboratory	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 sources to enhance the revenue of the municipality	No of funding motivations submitted to external sources	All	3	0	0	N/A	0	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						
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%	0%	N/A	10%	20.84%	B	Effective management of operational expenditure for the Electrical department, measured in terms of operational budget expenditure	attached - Copy of Tegnes-JTD (B).xlsx	0%	0%	N/A	0%	0%	N/A	30%	45.97%	B	Effective management of operational expenditure for the Electrical department, measured in terms of operational budget expenditure.	Attached - Tegnes-JTD.xlsx.mng	30%	45.97%	B								
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%	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 Tegnes-JTD (B).xlsx	0%	0%	N/A	0%	0%	N/A	30%	38.15%	G2	Effective management of operational expenditure for the Water department, measured in terms of operational budget expenditure.	Attached - Tegnes-JTD.xlsx.mng	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%	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 Tegnes-JTD (B).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.	Attached - Tegnes-JTD.xlsx.mng	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%	0%	N/A	10%	20.84%	B	Effective management of operational expenditure for the Waste Management department, measured in terms of operational budget expenditure.	Attached - Copy of Tegnes-JTD (B).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 - Tegnes-JTD.xlsx.mng	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%	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 Tegnes-JTD (B).xlsx	0%	0%	N/A	0%	0%	N/A	30%	23.80%	O	Effective management of operational expenditure for the Road Transport department, measured in terms of operational budget expenditure.	Attached - Tegnes-JTD.xlsx.mng	30%	23.80%	O								
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%	0%	N/A	10%	9%	O	Effective management of operational expenditure for the Housing department, measured in terms of operational budget expenditure.	Attached - Copy of Tegnes-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.	Attached - Tegnes-JTD.xlsx.mng	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%	G	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%	G	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%	G	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%	G	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%	G	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%	G	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%	G	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%	G	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%	G	Percentage of the capital budget actually spent	No capital budget available	0%	0%	N/A		0%	0%	N/A		30%	30%	G	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 SDBIP process	All	1	0	0	N/A		0	0	N/A		1	1	G	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%	G	Improvement in operational conditional grant spending measured by the percentage (%) spent	See MIG spending	0%	0%	N/A		0%	0%	N/A		30%	30%	G	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%	G	Improvement in capital conditional grant spending measured by the percentage (%) spent	MIG Report attached WC MIG Monthly Quarterly Report Aug-2016 (Template) (2).pdf	0%	12%	B		0%	0%	N/A		30%	37%	G2	Improvement in capital conditional grant spending measured by the percentage (%) spent		30%	37%	G2





D122	Finance and Administration	Administration	Financial Development	To achieve financial viability in order to render affordable services to residents	Compile an Employment Equity Plan by 30 Sept. and submit to portfolio committee	Plan submitted to portfolio committee	All	1	0	0	N/A	0	0	0	N/A	1	1	G	Draft report will be submitted to LRF by end September 2016 for recommendation to Council	Minutes of LRF Meeting.	0	0	N/A	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 DoI.	No of reports submitted to LGSETA	All	1	0	0	N/A	0	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	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	1	B	0	0	0	N/A	0	0	N/A	Controls was implae to monitor attendance		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	0	N/A	0	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					
D126	Finance and Administration	Accounting	Financial Development	To achieve financial viability in order to render affordable services to residents	Compile 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	1	1	1	G	1	1	G	Section 71 report was completed and sent to the CFO	Section 71 that was sent to CFO - MFR - Laingsburg - 201608.docx	See report attached - MFR - Quarterly Report - Q1- 201617.docx	1	1	G	Section 71 report was sent to the CFO	Section 71 attached - MFR - Laingsburg - 201610.pdf	1	1	G	Section 71 report was sent to 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	Issue with SCM unit before 30 June to complete SCM Plan for departments for the financial year	SCM Plan for departments compiled before 30 June	All	1	0	0	N/A	0	0	0	N/A	1	100	B	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 user departments.		0	0	N/A	0	0	N/A	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 departments SCM process in the SCM Plan before 10 June	% of specifications submitted before 10 June (number of specifications submitted/ Total specifications required as per SCM Plan)	All	100%	0%	0%	N/A	0%	0%	0%	N/A	0%	0%	N/A			100%	0%	R	0%	0%	N/A	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	Compile 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	0	N/A	0	0	0	N/A	0	0	N/A			1	0	R	0	0	N/A	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	Compile a Grants Register before 30 June and submit to MM	Period in which the Grants Register is submitted to Portfolio committee	All	1	0	0	N/A	0	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	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.e.o. Budget allocations	All	90%	0%	100%	B	0%	100%	B	0%	100%	B	0%	100%	B	grant file	10%	100%	B	done as per requirements	grant register in place	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.e.o. Budget allocations	All	90%	0%	100%	B	0%	100%	B	0%	100%	B	0%	100%	B	grant file	10%	100%	B	done as per requirements	grant register in place	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%	0%	N/A	10%	10%	G	FINANCE MANAGER COSTING		0%	0%	N/A	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%	0%	N/A	10%	20.20%	B	See Schedule C for September 2016	See Schedule C for September 2016 - Laingsburg_C_ Schedule_Ver 2.8 Q1 MTRF 2016.xls	0%	0%	N/A	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%	0%	N/A	10%	0%	R			0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	30%	0%	R	30%	0%	R					
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	1	1	1	G	1	1	G	Attendance was monitor	Monitoring has taken place	Due to the fact that electronic system is irregular, manual register is used.	Manual register	1	1	G	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 - ing in manually.	Electronic system currently- out of under 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 Mafesfontein, Tsungu Centre and Laingsburg.	Number of Ward Indigent recruitment every 6 months at Mafesfontein, Tsungu Centre and Laingsburg.	All	6	0	0	N/A	0	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					
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	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	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	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 Evaluation Roll and submit to Municipal Manager for approval	Annual Supplementary Evaluation Roll approved by the Municipal Manager	All	1	0	0	N/A	0	0	0	N/A	0	0	N/A			0	50	B	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	0	N/A	0	50	B			
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	0	N/A	0	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	0	N/A	0	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					



D32	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	Quarterly monitoring of time and attendance status report of section 57 employees	% of all deviations highlighted in time and attendance status report on section 57 employees are monitored and addressed	All	100%	0%	0%	N/A	0%	0%	N/A	100%	100%	G	Quarterly report completed	0%	0%	N/A	0%	0%	N/A	100%	100%	G	Quarterly reviews in line with performance	100%	100%	G		
D33	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	Review Time and Attendance report from Manager Corporate on a quarterly basis for the whole quarter.	% of all deviations highlighted in time and attendance status report on various employees in the directorate/ sub directorate are monitored and addressed	All	100%	0%	0%	N/A	0%	0%	N/A	100%	100%	G	New System to be purchased and implemented	0%	0%	N/A	0%	0%	N/A	100%	100%	G	New System must be purchased	100%	100%	G		
D35	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	Improving the overall municipal performance by the quarterly monitoring and evaluation performance results against targets set as to the adherence and compliance with legislation (Sec 52 of the MFMA, reporting)	No of SDBIP performance reports evaluated	All	4	0	0	N/A	0	0	N/A	1	1	G	Time frame must be changed	0	0	N/A	0	0	N/A	1	1	G	Quarterly monitoring and resolutions	2	2	G		
D48	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	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	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		
D49	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 functioning of council measured in terms of the number of ordinary council meetings per annum	Number of ordinary council meetings per annum	All	10	0	0	N/A	0	0	N/A	2	0	R		0	0	N/A	0	0	N/A	2	2	G	2 Council meetings held	4	2	R		
D50	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	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	8	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		
D53	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	The Top Layer SDBIP 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	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		
D54	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	5 year IDP compiled and approved by council before the end of May	IDP approved by 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		0	0	N/A		
D55	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	Submit final Annual Report and oversight report of council before legislative deadline	Final Annual Report and oversight report of council completed and submitted	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		
D56	Municipal Manager	IDP, Planning and Development	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Compile and submit to council for approval the IDP Process Plan by 31 August	IDP time schedule submitted to council by 31 August	All	1	0	0	N/A	1	1	G	Approved by new Council on 17 Augustus 2016	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
D57	Municipal Manager	IDP, Planning and Development	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Prepare the draft IDP review and submit to council by 31 March	Draft IDP completed submitted to council by 31 March	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		
D58	Municipal Manager	IDP, Planning and Development	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Prepare the final IDP review and submit to council by 31 May	Final IDP review submitted to council by 31 May	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		
D59	Municipal Manager	IDP, Planning and Development	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Develop and distribute at least two municipal newsletters	Number of newsletters developed and distributed	All	2	0	0	N/A	0	0	N/A	0	0	N/A		0	0	N/A	0	0	N/A	1	1	G	Completed and distributed	1	1	G		
D60	Municipal Manager	IDP, Planning and Development	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Previous Year Annual Report submitted to council before the end of January	Report submitted to 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		
D61	Municipal Manager	IDP, Planning and Development	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Submit the top layer SDBIP to the Mayor for approval within 14 days after the approval of the budget	Top Layer SDBIP submitted to the Mayor	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		
D62	Municipal Manager	IDP, Planning and Development	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Submit the Mid-Year Performance Report in terms of sec 72 of the MFMA to the Mayor by 25 January	Mid-year report submitted to 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		
D63	Municipal Manager	IDP, Planning and Development	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 Comply	% 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		
D64	Municipal Manager	IDP, Planning and Development	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Review actual performance results documented on the SDBIP 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	Final PMS Review done	PMS Evaluation results On file	0	0	N/A	0	0	N/A	1	1	G	Submitted to Internal Audit	2	2	G				
D66	Municipal Manager	IDP, Planning and Development	Social 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 Integrated Development 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	Operational Budget spend on a monthly basis	0%	0%	N/A	0%	0%	N/A	30%	30%	G	Spending in line with budget	30%	30%	G		
D67	Municipal Manager	IDP, Planning and Development	Social Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	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	Await Council Strategic session to be held before municipal strategic session can take place	0	0	N/A	0	0	N/A	0	0	N/A		1	0	R		
D68	Municipal Manager	IDP, Planning and Development	Social Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Overnight Report and Final Annual report submitted to council before the end of March	Report submitted to 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		
D88	Finance and Administration	Manager: Finance and Administration	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Percentage compliance with all the legislative deliverables as measured per Comply	% 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		
D95	Finance and Administration	Accounting	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Percentage compliance with all the legislative deliverables as measured per Comply	% 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		
D98	Finance and Administration	SCM	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Percentage compliance with all the legislative deliverables as measured per Comply	% 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		
D102	Finance and Administration	Revenue	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Percentage compliance with all the legislative deliverables as measured per Comply	% 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		



D105	Finance and Administration	Expenditure	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Percentage compliance with all the legislative deliverables as measured per Comply	% compliance	All	100%	0%	100%	B	complied	0%	100%	B	complied	0%	100%	B	comply	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	300%	B								
D106	Finance and Administration	Administration	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Provide administrative support to committee meetings in terms of the distribution of agenda's within 48 hours prior to the meeting	% of Agenda's for the Committee meetings distributed within 48 hours prior to the meeting	All	95%	95%	100%	G2	Portfolio committee meetings are held on an Ad-Hoc basis	95%	95%	G	Portfolio Committee meetings are held on an Ad-Hoc basis - No meetings were held during August	n/a	95%	95%	G	Portfolio Committee Meetings are held on an Ad-Hoc Basis - meetings were held in September	n/a	95%	100%	G2	No portfolio committee meetings were held during October 2016	n/a	95%	100%	G2	No portfolio committee meetings were held during November 2016	n/a	95%	100%	G2	No Portfolio Committee Meetings were held during December 2016	n/a	95%	98.33%	G2
D107	Finance and Administration	Administration	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Provide administrative support to council meetings in terms of the distribution of agenda's within 7 working days prior to the meeting	% of Agenda's for the Council meetings distributed within 7 working days prior to the meeting	All	95%	95%	90%	O	Agenda were distributed 4 days before the council meeting meeting date moved 2 days earlier	95%	100%	G2	The Council Meeting for August were held on 17 August 2016. Distribution took place on 10 August 2016	Distribution book can be found in the Corporate Services Office - 201608_17 Aug 2016: KantsRaadsvergadering Sirkulasie.pdf	95%	100%	G2	Agenda for Special Council Meetings to be held on 29 September 2016 were distributed on 22 September 2016	Distribution book to be found in the Corporate Services Office - 201609_29 Sept 2016 - Spesidsverg - Agenda Sirkulasie.pdf	95%	100%	G2	Agenda for the Council Meeting were distributed on 18 October 2016, 9 days before the Council Meeting of the 27th of October 2016.	Control: Delivery Book 201610_27 October 2016 - Alghds Vergadering - Agenda Sirkulasie.pdf	95%	90%	O	See attached document	Distribution Book (Alfleurings Boek) - 201611_24 November 2016 - Alghds Vergadering - Agenda Sirkulasie.pdf	95%	90%	O	Agenda's were circulated 5 days before the Council Meeting	Distribution Control Book 201612_12 December 2016 - Alghds Raadsvergadering - Agenda Sirkulasie.pdf - 201612 Aanvullende Agenda Sirkulasie - 12 December 2016.pdf	95%	95%	G
D108	Finance and Administration	Administration	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Finalise disciplinary actions within 60 days from the date stated on the charge sheet	% of disciplinary actions completed within 60 days	All	70%	70%	70%	G	Disciplinary actions finalised within 60 days.	70%	70%	G	Disciplinary hearing finalised within 60 days	Final port as received from the Chairperson - P3/7 file, and personal file of employee.	70%	70%	G	No disciplinary hearings were held during the month of September.	N/A	70%	70%	G	Disciplinary actions finalise within the prescribe timeframe.	Documents are kept in the file of the employee as well as the P 3/7 file with records.	70%	70%	G	Disciplinary actions took place in the prescribed time frame.	Documents filed in the P 3/7 file with records as well as on the personal file of the employee.	70%	70%	G	Disciplinary actions were taken within 60 days from date stated on the charge sheet.	Document filed on P 3/7 file with records, as well as on the personal file of the employee	70%	70%	G
D109	Finance and Administration	Administration	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Submit Annual training report with WSP to LGSETA by 30 April	Number of training reports submitted to LGSETA	All	1	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	N/A	0	0	N/A	N/A
D148	Finance and Administration	Manager: Finance and Administration	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	Percentage of municipality's personnel budget actually spent on training by 30 June 2017 (Total Actual Training Expenditure/ Total personnel Budget)x100)	Total expenditure on training/total personnel budget/100	All	0.10%	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A
D152	Finance and Administration	Manager: Finance and Administration	Institutional Development	To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values	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	5%	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A	0%	0%	N/A	N/A

**Summary of Results: To create an institution with skilled employees to provide a professional service to its clientele guided by municipal values**

KPI Not Met	23
KPI Not Met	2
KPI Almost Met	0
KPI Met	16
KPI Well Met	1
KPI Extremely Well	1
<b>Total KPIs</b>	<b>43</b>

**Summary of Results**

KPI Not Met	72
KPI Not Met	35
KPI Almost Met	4
KPI Met	114
KPI Well Met	7
KPI Extremely Well	15
<b>Total KPIs</b>	<b>247</b>