

QUARTERLY PERFORMANCE REPORT FOR FIRST QUARTER (1 JULY 2015 – 30 SEPTEMBER 2015)

File No./s:

Responsible Official: G Muller

Directorate: Strategic Support Services

Portfolio: IDP/PMS

Purpose:

To inform Council on the implementation of the budget and the financial state of affairs of the Municipality and assess performance against the performance indicators set in approved Top-Layer SDBIP 2015/2016.

Background:

According to Section 52(d) of the MFMA, the Mayor must, within 30 days of the end of each quarter, submit a report to the Council on the implementation of the budget and the financial state of affairs of the Municipality. Effective in-year reporting provides municipal management with an opportunity to analyse performance and address shortcomings and improve internal controls and service delivery.

All quarterly reports tabled in the Council in terms of section 52(d) must be placed on the website not later than five days after its tabling in the Council or on the date on which it must be made public, whichever occurs first.

Comment:

A copy of the Quarterly Performance Report is attached as Annexure "A"

Financial Implications:

None

Applicable Legislation/Council Policy:

Municipal Finance Management Act, no. 56 of 2003

Comment of Directorates/Departments concerned:

Municipal Manager: Support recommendation

Director: Strategic Support Services: Support recommendation

Director: Financial Services: Support recommendation

Director: Technical Services: Support recommendation

Director: Community Services: Support recommendation

Senior Manager Legal Services: Support recommendation

RECOMMENDATION:

That in respect of

QUARTERLY PERFORMANCE REPORT FOR FIRST QUARTER (1 JULY 2015 – 30 SEPTEMBER 2015)

discussed by Council at the Council meeting held on 12 November 2015

That Council takes note of the Quarterly Performance Report for First Quarter (1 July 2015 – 30 September 2015).


OFFICIAL'S SIGNATURE:


RELAVENT DIRECTOR'S & MUNICIPAL MANAGER'S SIGNATURES

26/10/2015
DATE:

MMC'S SIGNATURE

26/10/2015
DATES:

EXECUTIVE SIGNATURE

MAYOR'S/THE

SPEAKER'S

26/10/2015
DATE:

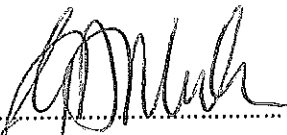
26/10/2015
DATE:

RECOMMENDATION

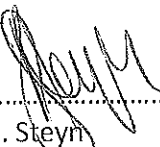
1st quarter Top-layer SDBIP is recommended to the executive Mayor that:

- a) The Quarterly Performance Report for the period 1 July 2015 – 30 September 2015 be noted;
- b) That Council takes note of the 1st Quarter Performance Report.

Yours faithfully



.....
G. Muller
IDP/PMS Manager



.....
A. Steyn
Executive Mayor

Service Delivery Budget and Implementation Plan

1 July - 30 September 2015

1st Quarterly Report



Planners



Implementers



Beneficiaries



QUARTER ONE (1 July 2015 – 30 September 2015) PERFORMANCE ASSESSMENT AGAINST THE PERFORMANCE INDICATORS SET IN THE APPROVED TOP-LAYER SDBIP FOR 2015/2016

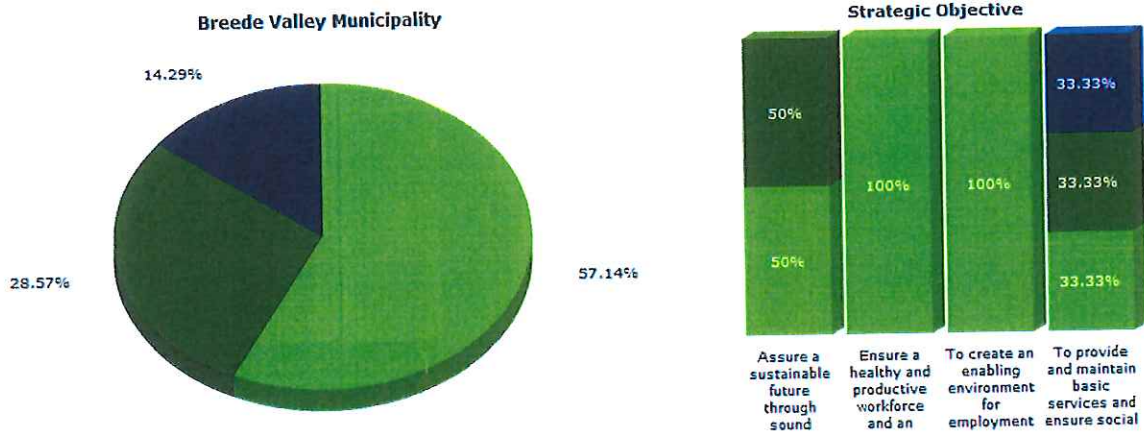
According to Section 52(d) of the MFMA, the Mayor must, within 30 days of the end of each quarter, submit a report to the Council on the implementation of the budget and the financial state of affairs of the Municipality.

Effective in-year reporting provides municipal management with an opportunity to analyse performance and address shortcomings and improve internal controls and service delivery.

OVERALL ACTUAL PERFORMANCE OF INDICATORS FOR THE 1ST QUARTER 1 JULY 2015 TO 30 SEPTEMBER 2015

Top Layer SDBIP Report

Report drawn on 22 October 2015 at 08:53 for the month of September 2015.



	Breede Valley Municipality	Strategic Objective			
		<i>Assure a sustainable future through sound financial management, continuous revenue growth corporate governance and risk management practices</i>	<i>Ensure a healthy and productive workforce and an effective and efficient work environment</i>	<i>To create an enabling environment for employment and poverty and poverty eradication through proactive economic development and tourism</i>	<i>To provide and maintain basic services and ensure social upliftment of the Breede Valley community</i>
KPI Not Met	-	-	-	-	-
KPI Almost Met	-	-	-	-	-
KPI Met	<u>4 (57.1%)</u>	<u>1 (50%)</u>	<u>1 (100%)</u>	<u>1 (100%)</u>	<u>1 (33.3%)</u>
KPI Well Met	<u>2 (28.6%)</u>	<u>1 (50%)</u>	-	-	<u>1 (33.3%)</u>
KPI Extremely Well Met	<u>1 (14.3%)</u>	-	-	-	<u>1 (33.3%)</u>
Total:	7	2	1	1	3

Category	Colour	Explanation
KPIs not met	Red	0% \geq Actual/Target < 75%
KPIs almost met	Yellow	75% \geq Actual/Target < 100%
KPIs met	Green	Actual/Target = 100%
KPIs well met	Brown	100% > Actual/Target < 150%
KPIs extremely well met	Dark Blue	Actual/Target \geq 150%

ACTUAL PERFORMANCE PER STRATEGIC OBJECTIVE OF INDICATORS FOR THE 1ST QUARTER ENDING 30 SEPTEMBER 2015

Detailed below is the unaudited Top-layer SDBIP for the 1st quarter 1 July 2015 to 30 September 2015 which measures the municipality's overall performance per strategic objective. In addition, the tables include the corrective measures indicated for targets not achieved. A total of 7 KPIs out of a total of 56 KPIs were measured, with targets due at 30 September 2015. A total of 7 KPIs (100%) were achieved for the period **1 July 2015 to 30 September 2015 (1st quarter)**. Of these, **4 (57,1%) KPIs were met** by the municipality, **2 (28,6%) KPI's were met well** and **1 (14,3%) KPI was met extremely well**.

Breede Valley Municipality

SDBIP 2015/2016: Top Layer SDBIP Report

Assure a sustainable future through sound financial management, continuous revenue growth corporate governance and risk management practices

Ref	KPI	Unit of Measurement	Source of Evidence	QUARTER 1				Departmental Corrective Measures
				Target	Actual	R	Departmental SDBIP Comments	
TL19	Submit the approved financial statements to the Auditor-General by 31 August 2015	Approved financial statements submitted to the AG by 31 August 2015	Proof of submission of approved annual Financial Statements to Auditor-General	1	1	G	[D115] CFO: The Annual Financial Statements were submitted to AG on the 31st of August 2015 as well as send to all relevant dept. (August 2015)	
TL20	Achieve a payment percentage of above 95% $\{(Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue \times 100\}$	Payment percentage $\{(Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue \times 100\}$	SAMRAS Report BS-Q90SE1, Policy on the Writing-off of Irrecoverable Debt	95%	111.36%	G2	[D116] CFO: ratio above the norm of 95 % (September 2015)	
TL23	Implement the short term recommendations in the Long Term Financial Strategy by 30 June 2016 $\{(Number of short term recommendations implemented / Total number of short term recommendations to be implemented) \times 100\}$	% of short term recommendations in the Long Term Financial Strategy implemented by 30 June 2016	Signed-off recommendations implemented	0%	0%	N/A	[D119] CFO: Signed off recommendations (July 2015) [D119] CFO: Signed off recommendations (August 2015) [D119] CFO: Signed off recommendations (September 2015)	
TL24	Achieve a clean audit for the 2014/15 financial year by 31 December 2015	Clean audit achieved by 31 December 2015	Audit opinion received	0	0	N/A	[D120] CFO: Audit opinion (July 2015) [D120] CFO: Audit opinion (August 2015) [D120] CFO: Audit opinion (September 2015)	
TL25	Compile a Risk Based Audit Plan and submit to the Audit Committee by 30 June 2016	RBAP submitted to the Audit Committee by 30 June 2016	Minutes of Audit Committee meeting during which RBAP was submitted	0	0	N/A	[D45] Municipal Manager: The Risk-based Audit Plan (RBAP) will be compiled and submitted to the Audit Committee by 30 June 2016, before the start of the new financial year. (July 2015)	

Ref	KPI	Unit of Measurement	Source of Evidence	QUARTER 1				Departmental Corrective Measures
				Target	Actual	R	Departmental SDBIP Comments	

Ensure a healthy and productive workforce and an effective and efficient work environment

Ref	KPI	Unit of Measurement	Source of Evidence	QUARTER 1				Departmental Corrective Measures
				Target	Actual	R	Departmental SDBIP Comments	
TL30	Submit quarterly reports to Council on the number of beneficiaries on the transfer of low cost housing, excluding new low cost housing developments	Number of reports submitted to Council	Minutes of Council Meeting	1	1	G	[D238] Director: Strategic Support Services: Refer to housing department (September 2015)	

To create an enabling environment for employment and poverty and poverty eradication through proactive economic development and tourism

Ref	KPI	Unit of Measurement	Source of Evidence	QUARTER 1				Departmental Corrective Measures
				Target	Actual	R	Departmental SDBIP Comments	
TL10	The number of FTE's created through the EPWP programme by 30 June 2016	Number of FTE's created by 30 June 2016	Signed employment contracts and EPWP statistics (S10.1 EPWP Infrastructure Grant Report)	29	29	G	[D233] Director: Strategic Support Services: Performance achieves (September 2015)	

To provide and maintain basic services and ensure social upliftment of the Breede Valley community

Ref	KPI	Unit of Measurement	Source of Evidence	QUARTER 1				Departmental Corrective Measures
				Target	Actual	R	Departmental SDBIP Comments	
TL35	Achieve 95% average water quality level as measured per SANS 241 criteria	% water quality level	Laboratory Ignite report; the Department of Water and Sanitation Blue Drop System report	95%	97.97%	G2	[D472] Director: Technical Services: See attached report (September 2015)	

QUARTER 1								
Ref	KPI	Unit of Measurement	Source of Evidence	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures
TL42	95% of the MIG conditional grant spent by 30 June 2016 [(Actual amount spent / Total allocation for projects)x100]	% of the MIG conditional grant allocated spent by 30 June 2016	Expenditure reports from SAMRAS	0%	11.94%	B	[D479] Director: Technical Services: MIG expenditure to date = R 1 895 241.04 (5.68% of Dora allocation) (July 2015) [D479] Director: Technical Services: MIG expenditure to date = R 3,985,572.04 (11.94% of Dora allocation (R33,383,000.00)) (August 2015)	
TL43	Complete the final phase of the Avian Park Library by 30 June 2016	Final phase of the Avian park library completed by 30 June 2016	Written letter by Service Provider that final phase is completed	0	0	N/A	[D394] Director: Community Services: Site meeting held on 21 July 2015. (July 2015) [D394] Director: Community Services: Site meeting held on 24 August 2015. (August 2015) [D394] Director: Community Services: Site meeting held on 22 September. (September 2015)	
TL51	Manage the Transhex Human Settlement Project Planning phase by monthly project meetings (except December and January)	Number of meetings	Minutes of meetings	3	3	G	[D402] Director: Community Services: Attend Transhex meeting (September 2015)	