

Service Delivery and Budget Implementation Plan

1 January 2016- 31 March 2016
3rd Quarterly Report



Planners



Implementers



Beneficiaries

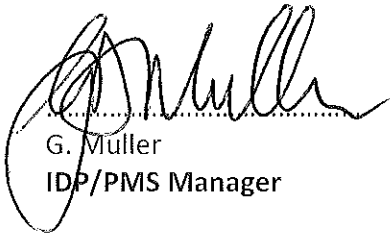


RECOMMENDATION

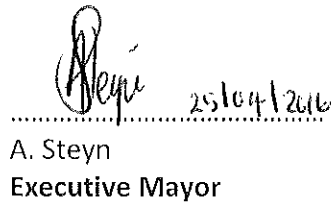
3rd quarter Top-layer SDBIP is recommended to the executive Mayor that:

- a) The Quarterly Performance Report for the period 1 January 2016 – 31 March 2016 be noted;
- b) That Council takes note of the 3rd Quarter Performance Report.

Yours faithfully



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



.....
A. Steyn
Executive Mayor

QUARTER Three (1 January 2016 – 31 March 2016) 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.

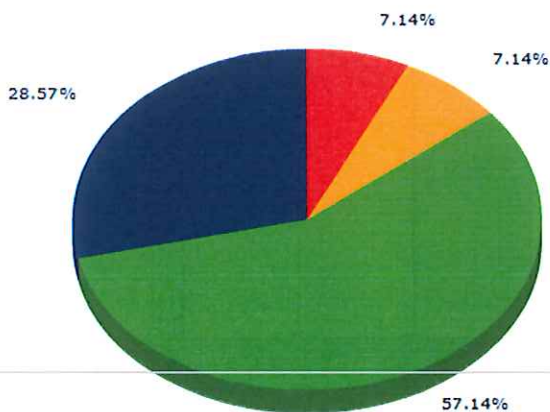
Effective in-year reporting provides municipal management with an opportunity to analyse performance and address shortcomings and improve internal controls and service delivery.

OVERALL ACTUAL PERFORMANCE OF INDICATORS FOR THE 3RD QUARTER 1 JANUARY 2016 – 31 MARCH 2016

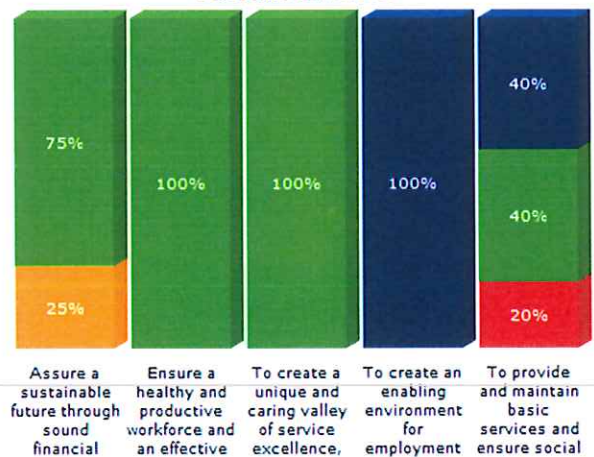
Top Layer SDBIP Report

*Report drawn on 21 April 2016 at 14:10
for the months of September 2015 to March 2016.*

Breede Valley Municipality



Strategic Objective



	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 a unique and caring valley of service excellence, opportunity and growth</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	1 (7.1%)	-	-	-	-	1 (20%)
KPI Almost Met	1 (7.1%)	1 (25%)	-	-	-	-
KPI Met	8 (57.1%)	3 (75%)	2 (100%)	1 (100%)	-	2 (40%)
KPI Well Met	-	-	-	-	-	-
KPI Extremely Well Met	4 (28.6%)	-	-	-	2 (100%)	2 (40%)
Total:	14	4	2	1	2	5

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 3RD QUARTER
ENDING 31 MARCH 2016**

Detailed below is the unaudited Top-layer SDBIP for the 3rd quarter 1 January 2016 – 31 March 2016 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 14 KPIs out of a total of 56 KPIs were measured, with targets due at 31 March 2015. A total of 14 KPIs (100%) were achieved for the period **1 January 2016 – 31 March 2016 (3rd quarter)**. Of these, **8 (57.1%) KPIs were met** by the municipality, **4 (28.6%) KPI's extremely well met**, **1 (7.1%) KPI was almost met** and **1 (7.12%) KPI's not met**

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			Quarter 2			Quarter 3			Overall Performance for Sep 2015 to Mar 2016		
				Target	Actual	R	Comments	Departmental Corrective Measures	Target	Actual	R	Comments	Departmental Corrective Measures	Target	Actual
TL5	Provide free basic water to indigent households earning less than R4000	Number of households receiving free basic water as at 30 June 2016	Indigent excel formatted register populated from the SAMRAS system and all Municipal Indigent Rental units	0	0	N/A		0	0	N/A		0	0	N/A	
TL6	Provide free basic electricity to indigent households earning less than R4000	Number of households receiving free basic electricity as at 30 June 2016	Indigent excel formatted register populated from the SAMRAS system and all Municipal Indigent Rental units	0	0	N/A		0	0	N/A		0	0	N/A	
TL7	Provide free basic sanitation to indigent households earning less than R4000	Number of households receiving free basic sanitation as at 30 June 2016	Indigent excel formatted register populated from the SAMRAS system and all Municipal Indigent Rental units	0	0	N/A		0	0	N/A		0	0	N/A	
TL8	Provide free basic refuse removal to indigent households earning less than R4000	Number of households receiving free basic refuse removal as at 30 June 2016	Indigent excel formatted register populated from the SAMRAS system and all Municipal Indigent Rental units	0	0	N/A		0	0	N/A		0	0	N/A	
TL9	The percentage of the municipal capital budget actually spent on capital projects as at 30 June 2016 (Actual amount spent on capital projects/Total amount budgeted for capital projects)X100	(Actual amount spent on capital projects/Total amount budgeted for capital projects)X100 as at 30 June 2016	Annual Financial Statements	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A	
TL14	Financial viability measured in terms of the municipality's ability to meet its service debt obligations (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant	Percentage achieved (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant	Annual Financial Statements	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A	
TL15	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services)	Percentage achieved (Total outstanding service debtors/ revenue received for services)	Annual Financial Statements & Section 71 reports	0%	0%	N/A		0%	0%	N/A		0%	0%	N/A	

Ref	KPI	Unit of Measurement	Source of Evidence	Audit opinion received	Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Overall Performance for Sep 2015 to Mar 2016		
TL24	Achieve a clean audit for the 2014/15 financial year by 31 December 2015	Clean audit achieved for the 2014/15 financial year by 31 December 2015	Audit opinion received	[D120] CFO: Audit opinion (July 2015) [D120] CFO: Audit opinion (August 2015) [D120] CFO: Audit opinion (September 2015)	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A	1	1	[D120] CFO: Received Clean Audit (January 2016)
TL25	Compile a Risk Based Audit Plan for 2016/17 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	[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)	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A	1	1	[D120] CFO: Audit opinion (October 2015) [D120] CFO: Audit opinion (November 2015) [D120] CFO: Received Clean Audit (December 2015)
TL26	Compile a strategic risk register and submit to Council by 30 May 2016	Strategic risk register submitted to Council by 30 May 2016	Minutes of Council Meeting		0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A	1	1	

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

Ref	KPI	Unit of Measurement	Source of Evidence	Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Overall Performance for Sep 2015 to Mar 2016			
TL12	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	Number of people employed in the three highest levels of management	Appointment letters	Departmental SDBIP Comments	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A	1	1	
TL13	The percentage of the municipality's personnel budget actually spent on implementing its workplace skills plan by 30 June 2016 [(Actual amount spent on training/total personnel budget)x100]	[(Actual amount spent on training/total personnel budget)x100]	Reports from SAMRAS menu VS-Q003E (looked-up online) for items 1211210230710, 1211210230720, 1211210230721	Departmental SDBIP Comments	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	1	1	
TL28	Limit vacancy rate to 15% of budgeted posts by 30 June 2016 [(Number of funded posts vacant divided by budgeted posts)x100]	[(Number of funded posts vacant divided by budgeted posts)x100]	Excel spread sheet (Name: Adjustment personnel budget - June 2016)	Departmental SDBIP Comments	0%	0%	N/A	15%	15%	G	0%	0%	N/A	15%	15%	G	1	1	[D236] Director: Strategic Support Services: Current vacancy rate is less than 15 % (December 2015)

Ref	KPI	Unit of Measurement	Source of Evidence	Sep-15		Dec-15		Mar-16		Overall Performance for Sep 2015 to Mar 2016
				Target	Actual	Target	Actual	Target	Actual	
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	1	1	1	1	3
				1	1	1	1	1	1	3
				1	1	1	1	1	1	3
TL31	Develop a policy on the Council Alderman benefits and submit to Council by 30 June 2016	Policy on Council Alderman benefits and submitted to Council by 30 June 2016	Minutes of Council Meeting	0	0	0	0	0	0	0
				0	0	0	0	0	0	0
TL32	Implement an electronic Contract Management System by 30 June 2016	Electronic Contract Management System implemented by 30 June 2016	Written letter by Service Provider that system is operational	0	0	0	0	0	0	0
				0	0	0	0	0	0	0
TL34	100% implementation of TASK by 30 June 2016 (Number of posts evaluated to TASK/ Total number of posts identified to be evaluated to TASK)x100	% of TASK implemented	Signed-off job evaluations	0%	0%	0%	0%	0%	0%	0%
				0%	0%	0%	0%	0%	0%	0%
				0%	0%	0%	0%	0%	0%	0%

To create a unique and caring valley of service excellence, opportunity and growth

Ref	KPI	Unit of Measurement	Source of Evidence	Sep-15		Dec-15		Mar-16		Overall Performance for Sep 2015 to Mar 2016
				Target	Actual	Target	Actual	Target	Actual	
TL27	Compile a project priority list per RSEP ward for the Regional Socio Economic Project and submit to Council by 31 December 2015	RSEP project priority list submitted to Council by 31 December 2015	Minutes of Council Meeting	0	0	1	1	0	0	1
				0	0	1	1	0	0	1
				0	0	1	1	0	0	1
				0	0	1	1	0	0	1
				0	0	1	1	0	0	1

Ref	KPI	Unit of Measurement	Source of Evidence	Sep-15		Dec-15		Mar-16		Overall Performance for Sep 2015 to Mar 2016	
				Target	Actual	R	Target	Actual	R	Target	Actual
TL56	30 % of the approved capital budget spent for the construction of the fire station in De Doorns by 30 June 2016. ((Actual expenditure divided by the total approved capital budget) x 100)	% capital budget spent by 30 June 2016 ((Actual expenditure divided by the total approved capital budget) x 100)	Monthly Progress Capital Expenditure Report	0	0	N/A	0	0	N/A	0	0
TL10	The number of FTE's created through the EPWP programme by 30 June 2016	Number of FTE's created through the EPWP programme by 30 June 2016	Signed employment contracts and EPWP statistics (Excel Spread sheet - Name: EPWP Quarterly Report)	0	29	B	0	43.9	B	0	72.9
TL11	The number of job opportunities created through the municipality's CWP programme by 30 June 2016	Number of job opportunities created through the municipality's CWP programme by 30 June 2016	Report by CWP Service Provider	0	0	N/A	0	849	B	0	849
TL33	Finalise the disposal and award for the development of Ulivught Industrial Park to a Developer by 30 June 2016	Disposal and award finalise by 30 June 2016	Tender award and final contract with developer	0	0	N/A	0	0	N/A	0	0

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

Ref	KPI	Unit of Measurement	Source of Evidence	Sep-15		Dec-15		Mar-16		Overall Performance for Sep 2015 to Mar 2016	
				Target	Actual	R	Target	Actual	R	Target	Actual
TL45	750 screenings conducted at the Shadow Centre by 30 June 2016	Number of screenings conducted by 30 June 2016	Screening reports	0	0	N/A	0	0	N/A	0	0

To ensure a safe, healthy, clean and sustainable external environment for all Breede Valley's people

Ref	KPI	Unit of Measurement	Source of Evidence	Sep-15		Dec-15		Mar-16		Overall Performance for Sep 2015 to Mar 2016	
				Target	Actual	R	Target	Actual	R	Target	Actual
TL45	750 screenings conducted at the Shadow Centre by 30 June 2016	Number of screenings conducted by 30 June 2016	Screening reports	0	0	N/A	0	0	N/A	0	0

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

Ref	KPI	Unit of Measurement	Source of Evidence	Sep-15		Dec-15		Mar-16		Overall Performance for Sep 2015 to Mar 2016	
				Target	Actual	R	Target	Actual	R	Target	Actual
TL45	750 screenings conducted at the Shadow Centre by 30 June 2016	Number of screenings conducted by 30 June 2016	Screening reports	0	0	N/A	0	0	N/A	0	0

<p>90% of the capital budget spent by 30 June 2016 for all water network upgrading projects {(Actual expenditure divided by the total approved capital budget) x 100}</p>	<p>Monthly Progress Capital Expenditure Report</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>
<p>90% of the capital budget spent by 30 June 2016 for all water supply projects {(Actual expenditure divided by the total approved capital budget) x 100}</p>	<p>Monthly Progress Capital Expenditure Report</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>
<p>90% of the capital budget spent by 30 June 2016 for all sewerage network upgrading projects {(Actual expenditure divided by the total approved capital budget) x 100}</p>	<p>Monthly Progress Capital Expenditure Report</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>	<p>0%</p>

TL37

TL38

TL39

90% of the capital budget spent by 30 June 2016 for the reselling of roads in the municipal area (Actual expenditure divided by the total approved capital budget) x 100)	Monthly Progress Capital Expenditure Report	0%	N/A	0%	100%	[D477] Director: Technical Services: Touws River: R 1,933,730 / R 1,971,992 = 98,06 De Doorns: R 2,070,782 / R 2,070,782 = 100% Worcester: R 4,822,574 / R 3,811,708 = 126,52% Rawsonville: R 792,476.02 / 802,904 = 98,70% (November 2015) [D477] Director: Technical Services: Touws River: R 1,933,730 / R 1,971,992 = 98,06 De Doorns: R 2,070,782 / R 2,070,782 = 100% Worcester: R 4,822,574 / R 3,811,708 = 126,52% Rawsonville: R 792,476.02 / 802,904 = 98,70% (January 2016)	0%	100%	[D477] Director: Technical Services: Touws River: R 1,933,730 / R 1,971,992 = 98,06 De Doorns: R 2,070,782 / R 2,070,782 = 100% Worcester: R 4,822,574 / R 3,811,708 = 126,52% Rawsonville: R 792,476.02 / 802,904 = 98,70% (January 2016)	0%	100%	[D477] Director: Technical Services: Touws River: R 1,933,730 / R 1,971,992 = 98,06 De Doorns: R 2,070,782 / R 2,070,782 = 100% Worcester: R 4,822,574 / R 3,811,708 = 126,52% Rawsonville: R 792,476.02 / 802,904 = 98,70% (January 2016)
90% of the capital budget spent by 30 June 2016 for all electricity network upgrading projects divided by the total approved capital budget) x 100)	Monthly Progress Capital Expenditure Report	0%	N/A	0%	100%	[D477] Director: Technical Services: Touws River: R 1,933,730 / R 1,971,992 = 98,06 De Doorns: R 2,070,782 / R 2,070,782 = 100% Worcester: R 4,822,574 / R 3,811,708 = 126,52% Rawsonville: R 792,476.02 / 802,904 = 98,70% (November 2015) [D477] Director: Technical Services: Touws River: R 1,933,730 / R 1,971,992 = 98,06 De Doorns: R 2,070,782 / R 2,070,782 = 100% Worcester: R 4,822,574 / R 3,811,708 = 126,52% Rawsonville: R 792,476.02 / 802,904 = 98,70% (November 2015)	0%	100%	[D477] Director: Technical Services: Touws River: R 1,933,730 / R 1,971,992 = 98,06 De Doorns: R 2,070,782 / R 2,070,782 = 100% Worcester: R 4,822,574 / R 3,811,708 = 126,52% Rawsonville: R 792,476.02 / 802,904 = 98,70% (November 2015)	0%	100%	[D477] Director: Technical Services: Touws River: R 1,933,730 / R 1,971,992 = 98,06 De Doorns: R 2,070,782 / R 2,070,782 = 100% Worcester: R 4,822,574 / R 3,811,708 = 126,52% Rawsonville: R 792,476.02 / 802,904 = 98,70% (November 2015)
95% of the MIG conditional grant spent by 30 June 2016 (Actual amount spent / Total allocation for projects) x 100)	Monthly Progress Capital Expenditure Report	0%	11.94%	0%	0%	[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 (11,54% of Dora allocation (R33,383,000.00) (August 2015) [D479] Director: Technical Services: MIG expenditure for period September 2015 to September = R 5,947,972.04 (95% of the amount of R 6,378,000.00) which	0%	0%	[D479] Director: Technical Services: MIG expenditure for period to October 2015 = R 7,241,212.48 (11,3% of the amount of R 6,378,000.00 which was transferred to the municipality (DORA allocation first and second quarter). The expenditure of R 7,241,212.48 represents 21,69% of the annual DORA allocation of R 33,383,000.00. ACIP expenditure for period to October 2015 = R 515,681.04 (51.5% of ACIP allocation to the amount of R 1,000,000.00).	0%	11.94%	[D479] Director: Technical Services: MIG expenditure for period to January 2016 = R 15,754,145.12 (1,08% of the amount of R 1,453,631,000.00 which was transferred to the municipality (DORA allocation first and second quarter). The expenditure of R 15,754,145.12 represents 47,2% of the annual DORA allocation of R 33,383,000.00. ACIP expenditure for period to January 2016 = R 580,318.79 (58,0% of ACIP

TL40

TL42

