



**BREED VALLEY**  
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

# Mid-Year Budget & Performance Assessment

1 July 2020 – 31 December 2020

*Prepared in terms of the Local Government: Municipal Finance  
Management Act (56/2003): Municipal Budget & Reporting  
Regulations, Government Gazette 32141, 17 December 2009.*



# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## 1. SERVICE DELIVERY PERFORMANCE PLANNING

### 1.1 LEGISLATIVE OVERVIEW

In terms of Section 72(1)(a) and 52(d) of the Local Government Municipal Finance Management Act No. 56 of 2003 (MFMA) the Accounting Officer must by 25 January of each year assess the performance of the municipality during the first half of the financial year. A report on such assessment must in terms of Section 72(1)(b) of the MFMA be submitted to the Mayor, Provincial Treasury and National Treasury.

Once the Mayor has considered the report, it must be submitted to Council by 31 January in terms of Section 54 of the MFMA.

The Mayor approved the Top Layer SDBIP for 2020/21 in terms of Section 53(1)(c)(ii) of the MFMA, MFMA Circular No. 13 and the Budget and Reporting Regulation on 24 June 2020 which include the municipality's key performance indicators for 2020/21.

### 1.2 CREATING A CULTURE OF PERFORMANCE

#### a) PERFORMANCE FRAMEWORK

Regulation 7(1) of the Local Government: Municipal Planning and Performance Management Regulations, 2001 states that "A Municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organized and managed, including determining the roles of the different role players." This framework, inter alia, reflects the linkage between the IDP, Budget, SDBIP and individual and service provider performance. The Municipality adopted a Performance Management Framework and Policy that was approved by Council on the 28<sup>th</sup> of February 2011.

#### b) MONITORING PERFORMANCE

The Municipality utilizes an electronic web-based system on which KPI owners update actual performance on a monthly basis. KPI owners report on the results of the KPI by documenting the following information on the performance system:

- ⇒ The actual result in terms of the target set.
- ⇒ The output/outcome of achieving the KPI.
- ⇒ The calculation of the actual performance reported. (If %)
- ⇒ A performance comment.
- ⇒ Actions to improve the performance against the target set, if the target was not achieved.
- ⇒ It is the responsibility of every KPI owner to maintain a portfolio of evidence to support actual performance results updated.

### 1.3 LINK TO THE IDP AND THE BUDGET

The municipality identified the following strategic objectives based on the inputs from the community in the 5 year Integrated Development Plan (IDP):

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

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- Ensure a healthy and productive workforce and an effective and efficient work environment
- Provide democratic, accountable government for local communities and encourage involvement of communities and community organizations in the matters of local government
- To create an enabling environment for employment and poverty and poverty eradication through proactive economic development and tourism
- To ensure a safe, healthy, clean and sustainable external environment for all Breede Valley's people
- To provide and maintain basic services and ensure social upliftment of the Breede Valley community

## PERFORMANCE INDICATORS SET IN THE APPROVED TOP LAYER SDBIP FOR 2020/21 PER STRATEGIC OBJECTIVE

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

Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
TL4	The percentage of the municipal capital budget spent on projects as at 30 June 2021 (Actual amount spent on capital projects/Total amount budgeted for capital projects)X100	% of the municipal capital budget spent	All	95%	80.55%	97.48%	0.00%	30.00%	60.00%	95.00%	95.00%
TL14	Provide free basic water to indigent households earning less than R4500 as at 30 June 2021	Number of indigent households receiving free basic water	All	8700	8891	8 700	0	0	0	8 700	8 700
TL15	Provide free basic electricity to indigent households earning less than R4500 as at 30 June 2021	Number of indigent households receiving free basic electricity	All	8700	8891	8 700	0	0	0	8 700	8 700
TL16	Provide free basic sanitation to indigent households earning less than R4500 as at 30 June 2021	Number of indigent households receiving free basic sanitation	All	8700	8891	8 700	0	0	0	8 700	8 700
TL17	Provide free basic refuse removal to indigent households earning less than R4500 as at 30 June 2021	Number of indigent households receiving free basic refuse removal	All	8700	8891	8 700	0	0	0	8 700	8 700

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Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
TL18	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2021 (Short Term Borrowing + Long Term Borrowing) / (Total Operating Revenue - Operating Conditional Grant) x 100	% of debt coverage	All	45%	18.46%	45.00%	0.00%	0.00%	0.00%	45.00%	45.00%
TL19	Financial viability measured in terms of the outstanding service debtors as at 30 June 2021 ((Total outstanding service debtors/ revenue received for services)X100)	% of outstanding service debtors	All	16.50%	15.66%	17.00%	0.00%	0.00%	0.00%	16.50%	16.50%
TL20	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2021 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excl	Number of months it takes to cover fix operating expenditure with available cash	All	1.5	2.05	1.50	0	0	0	1.50	1.50
TL23	Submit the approved financial statements for 2019/20 to the Auditor-General by 31 October 2020	Approved financial statements for 2019/20 submitted to the AG	All	1	1	1	0	1	0	0	1
TL24	Achieve a payment percentage of above 95% as at 30 June 2021 (Gross Debtors	% Payment achieved	All	95%	93.23%	95.00%	0.00%	0.00%	0.00%	95.00%	95.00%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
	Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue) x 100										
TL25	Review the MGRO Clean Audit Plan and submit to the Municipal Manager by 31 January 2021	Letter signed off by the Municipal Manager that MGRO Clean Audit Plan was reviewed and submitted	All	1	1	1	0	0	1	0	1
TL26	Achieve a clean audit for the 2019/20 financial year by 31 December 2020	Audit report signed by the Auditor-General for 2019/2020	All	1	TBC (Audit in Progress)	1	0	1	0	0	1

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

Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
TL6	Number of people from employment equity target groups employed in the three highest levels of management in compliance with the municipality's approved employment equity plan and organisational structure during the 2020/21 financial year	Number of people employed in the three highest levels of management	All	2	2	3	0	0	0	2	2
TL7	The percentage of the municipality's personnel budget spent on implementing its workplace skills plan by 30 June 2021	% of the budget spent	All	1%	0.74%	1.00%	0.00%	0.00%	0.00%	1.00%	1.00%



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Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
TL8	Limit vacancy rate to 15% of budgeted posts by 30 June 2021 [(Number of funded posts vacant divided by budgeted funded posts)x100)	% vacancy rate	All	15%	20.62%	15.00%	0.00%	0.00%	0.00%	15.00%	15.00%

Provide democratic, accountable government for local communities and encourage involvement of communities and community organizations in the matters of local government

Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
TL1	Compile a Risk Based Audit Plan and submit to the Audit Committee by 30 June 2021	RBAP submitted to the Audit Committee	All	1	1	1	0	0	0	1	1
TL2	Compile a strategic risk report and submit to Council by 31 May 2021	Strategic risk report submitted to Council	All	1	1	1	0	0	0	1	1

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

Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
TL5	The number of FTE's created through the EPWP programme by 30 June 2021	Number of FTE's created through the EPWP programme by 30 June 2021	All	312	259.93	289.60	38.74	38.74	38.74	38.74	154.96
TL9	Sign service level agreements (SLA's) with 3 Local Tourism Associations (LTA's) for their annual tourism operational expenditure by	Number of SLA's signed by 30 September 2020	All	3	3	3	3	0	0	0	3

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Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
	30 September 2020										

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

Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
TL27	Conduct breath alcohol screenings at roadblocks by 30 June 2021	Number of breath alcohol screenings conducted by 30 June 2021	All	1 500	1 182	1550	440	460	460	190	1 550

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

Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
TL3	Spend 90% of the budget allocated for the Regional Socio Economic Programme by 30 June 2021 {(Actual expenditure divided by the total approved capital budget) x 100}	% of budget spent	All	90%	88.11%	80.79%	0.00%	30.00%	60.00%	90.00%	90.00%
TL10	Number of formal residential properties that are billed for water as at 30 June 2021	Number of residential properties that are billed for residential consumption water meters charged residential domestic tariffs or residential flat rate tariffs using an erf as a household except municipal rental flats which will be measured by using the number of rental units.	All	20 890	21 259	20 860	0	0	0	20 890	20 890

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Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
TL11	Number of residential properties which are billed for electricity or have pre-paid meters (excluding Eskom Electricity supplied properties) as at 30 June 2021	Number of residential properties that are billed for electricity or have pre-paid meters, charged on the residential tariffs for consumption and residential prepaid tariffs	All	22 580	22 532	22 516	0	0	0	22 580	22 580
TL12	Number of formal residential properties that are billed for sanitation/sewerage services as at 30 June 2021	Number of residential properties that are billed for residential sewerage tariffs using the erf as property	All	18 620	18 646	18 590	0	0	0	18 620	18 620
TL13	Number of formal residential properties that are billed for refuse removal as at 30 June 2021	Number of residential properties that are billed for refuse removal residential tariffs using the erf as a property	All	18 795	18 823	18 765	0	0	0	18 795	18 795
TL21	Limit unaccounted electricity losses to less than 10% by 30 June 2021 {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / (Number of Electricity Units Purchased) x100}	% unaccounted for electricity	All	10.00%	5.41%	10.00%	0.00%	0.00%	0.00%	10.00%	10.00%
TL22	Limit unaccounted water losses to less than 21% by 30 June 2021 {(Number of kilolitres water available from reservoirs - number of kilolitres water sold) / (number of kilolitres water purchased or purified) x 100}	% unaccounted for water	All	21.00%	31.12%	21.00%	0.00%	0.00%	0.00%	21.00%	21.00%
TL28	Complete Project Feasibility	Project Feasibility	All	0	0	0	0	0	0	1	1



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Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
	Report regarding the new housing projects at De Doorns (GG-Camp), by 30 June 2021	Report completed									
TL29	Complete beneficiary allocation for the Transhex Human Settlement Project by 30 June 2021 (Beneficiary allocation linked to approved business plan - 800 units prioritised in 2020/21)	Number of units allocated	All	700	702	0	0	0	0	800	800
TL30	Construct a youth café facility in Van Huyssteenlaan by 30 June 2021	Youth café facility constructed	All	0	0	0	0	0	0	1	1
TL31	Achieve 95% average water quality level as measured per SANS 241 criteria during the 2020/21 financial year	% water quality level per quarter	All	95%	96.50%	95.00%	95.00%	95.00%	95.00%	95.00%	95.00%
TL32	Review the 4th Generation Integrated Waste Management Plan and submit to Council for approval by 31 May 2021	Plan reviewed and submitted to Council for approval by 31 May 2021	All	0	0	0	0	0	0	1	1
TL33	Review 5 year Water Service Development Plan (WSDP) and submit to Council for approval by 31 May 2021	Reviewed WSDP submitted to Council by 31 May 2021	All	1	1	1	0	0	0	1	1
TL34	80% of sewerage samples comply with effluent standard during the 2020/21 financial year {(Number of sewerage samples that comply with General	% of sewerage samples compliant	All	80%	75.87%	80.00%	80.00%	80.00%	80.00%	80.00%	80.00%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
	Authorisation/ Number of sewerage samples tested)x100}										
TL35	Spend 90% of the electricity capital budget by 30 June 2021 {(total actual capital project expenditure/total capital project budget) x 100}	% of the electricity capital project budget spent	All	90%	56.93%	60.53%	0.00%	30.00%	60.00%	90.00%	90.00%
TL36	Spend 90% of the electricity maintenance budget by 30 June 2021 {(total actual maintenance expenditure/total maintenance budget) x 100}	% of the electricity maintenance budget spent	All	90%	46.62%	70.06%	0.00%	30.00%	60.00%	90.00%	90.00%
TL37	Achieve 90% of capital budget spent on the resurfacing of roads by 30 June 2021	% of capital budget spent	All	90%	79.97%	86.54%	0.00%	30.00%	60.00%	90.00%	90.00%
TL38	Achieve 90% of capital budget spent on the municipal fleet by 30 June 2021	% of capital budget spent	All	90%	78.73%	97.23%	0.00%	30.00%	60.00%	90.00%	90.00%
TL39	Spend 90% of capital budget allocated for the construction of the Zwelethamba municipal swimming pool by 30 June 2021	% of capital budget spent	All	90%	72.64%	0.00%	0.00%	6.00%	0.00%	90.00%	90.00%
TL40	Complete serviced sites for the Transhex Human Settlements Project phase 1.3 by 30 June 2021	Number of serviced sites completed in phase 1.3 by 30 June 2021	All	413	527	0	0	0	0	662	662
TL41	Spend 90% of capital budget allocated towards the construction speedhumps throughout the municipal area	% of capital budget spent	All	0%	0%	0.00%	0.00%	30.00%	60.00%	90.00%	90.00%

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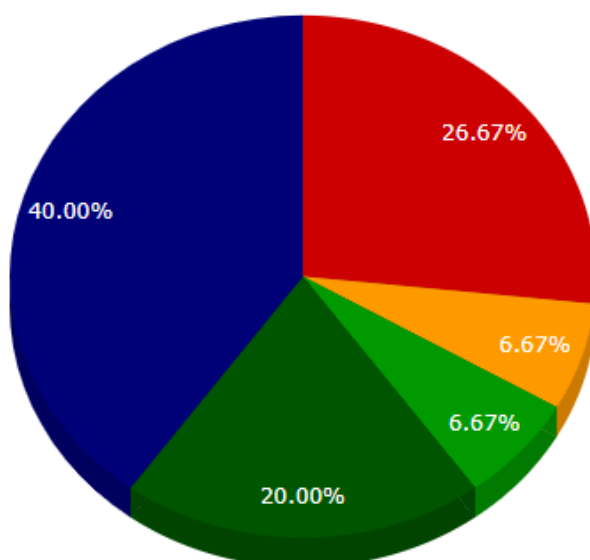
Ref	KPI Name	Description of Unit of Measurement	Region	Previous Year Target	Previous Year Preliminary Performance	Baseline	2020/21 Targets				Annual Target
							Q1	Q2	Q3	Q4	
	by 30 June 2021										

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

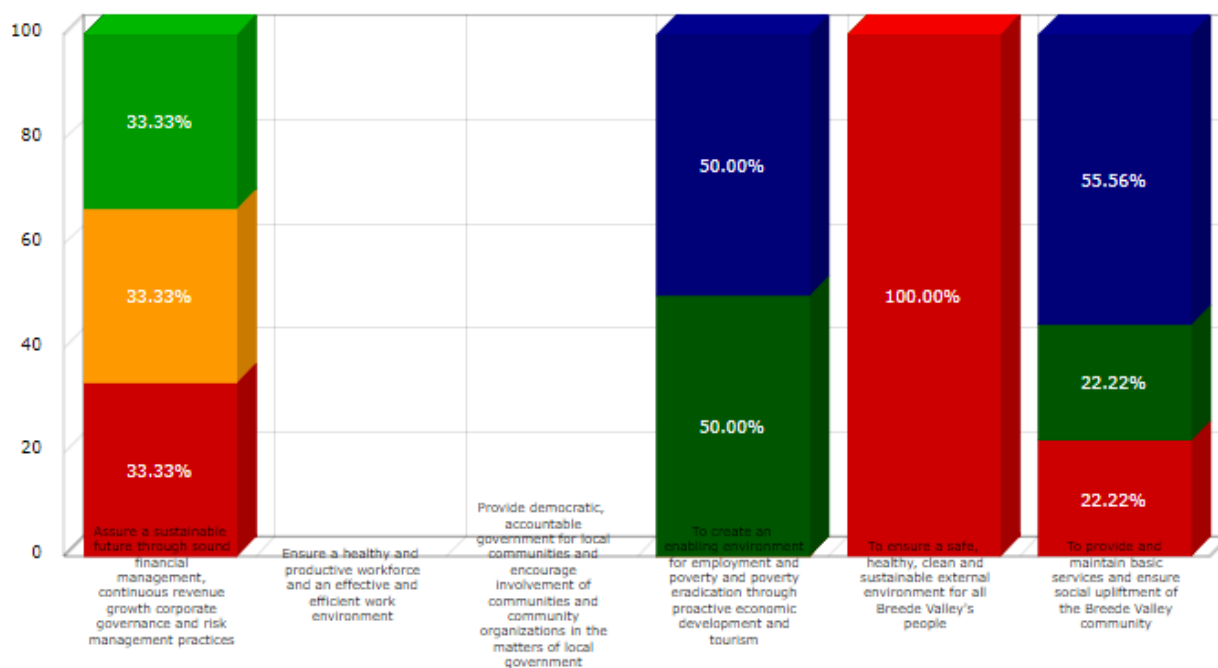
## 2. MID-YEAR PERFORMANCE AGAINST THE PERFORMANCE INDICATORS SET IN THE APPROVED TOP LAYER SDBIP FOR 2020/21

### 2.1 OVERALL ACTUAL PERFORMANCE OF INDICATORS FOR THE MID-YEAR ENDING 31 DECEMBER 2020

**Breede Valley Municipality**



**Strategic Objective**



# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

	Breede Valley Municipality	Strategic Objective					
		Assure a sustainable future through sound financial management, continuous revenue growth corporate governance and risk management practices	Ensure a healthy and productive workforce and an effective and efficient work environment	Provide democratic, accountable government for local communities and encourage involvement of communities and community organizations in the matters of local government	To create an enabling environment for employment and poverty and poverty eradication through proactive economic development and tourism	To ensure a safe, healthy, clean and sustainable external environment for all Breede Valley's people	To provide and maintain basic services and ensure social upliftment of the Breede Valley community
Not Met	4 (26.67%)	1 (33.33%)	-	-	-	1 (100.00%)	2 (22.22%)
Almost Met	1 (6.67%)	1 (33.33%)	-	-	-	-	-
Met	1 (6.67%)	1 (33.33%)	-	-	-	-	-
Well Met	3 (20.00%)	-	-	-	1 (50.00%)	-	2 (22.22%)
Extremely Well Met	6 (40.00%)	-	-	-	1 (50.00%)	-	5 (55.56%)
<b>Total:</b>	<b>15*</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>9</b>
	<b>100%</b>	<b>20.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>13.33%</b>	<b>6.67%</b>	<b>60.00%</b>

\* Excludes 26 KPIs which had no targets/actuals for the period selected.

Category	Colour	Explanation
KPI's Not Met		0% >= Actual/Target < 75%
KPI's Almost Met		75% >= Actual/Target < 100%
KPI's Met		Actual/Target = 100%
KPI's Well Met		100% > Actual/Target < 150%
KPI's Extremely Well Met		Actual/Target >= 150%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## 2.2 ACTUAL PERFORMANCE PER STRATEGIC OBJECTIVE OF INDICATORS FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Detailed below is the unaudited Top Layer SDBIP for the first half of the financial year ending 31 December 2020 which measures the municipality's overall performance per strategic objective. The tables, furthermore, includes the corrective measures indicated for targets not achieved.

The municipality met **67%** (10 of 15) of the applicable 15 KPI's for the period as at **31 December 2020**. The remainder of the KPI's (26) on the Top Layer SDBIP out of the total number of 41 KPI's do not have targets for this period and will be reported on in future quarters when they are due. Only 33% (5 of 15) KPI targets were not achieved as at **31 December 2020**. Details of these KPI's and the corrective measures that will be implemented are included in the tables below.

### ASSURE A SUSTAINABLE FUTURE THROUGH SOUND FINANCIAL MANAGEMENT, CONTINUOUS REVENUE GROWTH CORPORATE GOVERNANCE AND RISK MANAGEMENT PRACTICES

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL4	The percentage of the municipal capital budget spent on projects as at 30 June 2021 (Actual amount spent on capital projects/Total amount budgeted for capital projects)X100	% of the municipal capital budget spent	95.00%	0.00%	0.00%	N/A			30.00%	23.64%	O	[D34] Municipal Manager: Current performance is below par with the main reason being the later than anticipated commencement of major capital projects. The pace of implementation are also negatively affected due to impact of the pandemic on logistics and various processes of	[D34] Municipal Manager: Significant improvement is anticipated in the second half of the financial year, with the bulk of the expenditure realising in the last quarter. Any underspending anticipated during the review of the budget during the Mid-Year Adjustments Budget process will be	30.00%	23.64%	O



# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
												external contractors and the municipality. (December 2020)	addressed by either reprioritisation or shifting funds to the following year. (December 2020)			
TL14	Provide free basic water to indigent households earning less than R4500 as at 30 June 2021	Number of indigent households receiving free basic water	8 700	0	0	N/A			0	0	N/A			0	0	N/A
TL15	Provide free basic electricity to indigent households earning less than R4500 as at 30 June 2021	Number of indigent households receiving free basic electricity	8 700	0	0	N/A			0	0	N/A			0	0	N/A
TL16	Provide free basic sanitation to indigent households earning less than R4500 as at 30 June 2021	Number of indigent households receiving free basic sanitation	8 700	0	0	N/A			0	0	N/A			0	0	N/A
TL17	Provide free basic refuse removal to indigent households earning less than R4500 as at 30 June 2021	Number of indigent households receiving free basic refuse removal	8 700	0	0	N/A			0	0	N/A			0	0	N/A

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL18	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2021 (Short Term Borrowing + Long Term Borrowing) / (Total Operating Revenue - Operating Conditional Grant) x 100	% of debt coverage	45.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A			0.00%	0.00%	N/A
TL19	Financial viability measured in terms of the outstanding service debtors as at 30 June 2021 ((Total outstanding service debtors/ revenue received for services)X100)	% of outstanding service debtors	16.50%	0.00%	0.00%	N/A			0.00%	0.00%	N/A			0.00%	0.00%	N/A
TL20	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2021 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term	Number of months it takes to cover fix operating expenditure with available cash	1.50	0	0	N/A			0	0	N/A			0	0	N/A

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
	Investment) / Monthly Fixed Operational Expenditure excl															
TL23	Submit the approved financial statements for 2019/20 to the Auditor-General by 31 October 2020	Approved financial statements for 2019/20 submitted to the AG	1	1	0	N/A	[D192] CFO: Municipality received two months exemption in terms off submission the AFS are only due to the AG on 31 October 2020. (August 2020)		0	1	G	[D192] CFO: The AFS has been submitted to the auditor-general on 31 October 2020 (October 2020)		1	1	G
TL24	Achieve a payment percentage of above 95% as at 30 June 2021 (Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue) x 100	% Payment achieved	95.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A			0.00%	0.00%	N/A
TL25	Review the MGRO Clean Audit Plan and submit to the Municipal Manager by 31 January 2021	Letter signed off by the Municipal Manager that MGRO Clean Audit Plan was reviewed and submitted	1	0	0	N/A			0	0	N/A			0	0	N/A

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL26	Achieve a clean audit for the 2019/20 financial year by 31 December 2020	Audit report signed by the Auditor-General for 2019/2020	1	0	0	N/A			1	0	R	[D195] CFO: Audit still in progress due to the exemption granted to municipalities. Audit will only be finalised at the end of February. (December 2020)	[D195] CFO: On this premise, Council approval will be solicited during the February 2021 adjustment period to amend the target to February 2021 (December 2020)	1	0	R

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## ENSURE A HEALTHY AND PRODUCTIVE WORKFORCE AND AN EFFECTIVE AND EFFICIENT WORK ENVIRONMENT

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL6	Number of people from employment equity target groups employed in the three highest levels of management in compliance with the municipality's approved employment equity plan and organisational structure during the 2020/21 financial year	Number of people employed in the three highest levels of management	2	0	0	N/A			0	0	N/A			0	0	N/A
TL7	The percentage of the municipality's personnel budget spent on implementing its workplace skills plan by 30 June 2021	% of the budget spent	1.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A			0.00%	0.00%	N/A
TL8	Limit vacancy rate to 15% of budgeted posts by 30 June 2021 [(Number of funded posts vacant divided by budgeted funded posts)x100]	% vacancy rate	15.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A			0.00%	0.00%	N/A

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

PROVIDE DEMOCRATIC, ACCOUNTABLE GOVERNMENT FOR LOCAL COMMUNITIES AND ENCOURAGE INVOLVEMENT OF COMMUNITIES AND COMMUNITY ORGANIZATIONS IN THE MATTERS OF LOCAL GOVERNMENT

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL1	Compile a Risk Based Audit Plan and submit to the Audit Committee by 30 June 2021	RBAP submitted to the Audit Committee	1	0	0	N/A			0	0	N/A			0	0	N/A
TL2	Compile a strategic risk report and submit to Council by 31 May 2021	Strategic risk report submitted to Council	1	0	0	N/A			0	0	N/A			0	0	N/A



# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

TO CREATE AN ENABLING ENVIRONMENT FOR EMPLOYMENT AND POVERTY AND POVERTY ERADICATION THROUGH PROACTIVE ECONOMIC DEVELOPMENT AND TOURISM

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL5	The number of FTE's created through the EPWP programme by 30 June 2021	Number of FTE's created through the EPWP programme by 30 June 2021	154.96	38.74	46.43	G2	[D121] Director: Strategic Support Services: FTE's created , Report attached for 20-21 (September 2020)		38.74	77.51	B	[D121] Director: Strategic Support Services: Performance achieved (December 2020)		77.48	123.94	B
TL9	Sign service level agreements (SLA's) with 3 Local Tourism Associations (LTA's) for their annual tourism operational expenditure by 30 September 2020	Number of SLA's signed by 30 September 2020	3	3	4	G2	[D125] Director: Strategic Support Services: SLA 's attached as prescribed (September 2020)		0	0	N/A			3	4	G2

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

TO ENSURE A SAFE, HEALTHY, CLEAN AND SUSTAINABLE EXTERNAL ENVIRONMENT FOR ALL BREEDE VALLEY'S PEOPLE

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL27	Conduct breath alcohol screenings at roadblocks by 30 June 2021	Number of breath alcohol screenings conducted by 30 June 2021	1 550	440	0	R	[D338] Director: Community Services: Target can not be met due to Covid regulations (September 2020)	[D338] Director: Community Services: No alcohol screenings can be conducted. As soon as the ban is lifted more alcohol screening will be conducted (September 2020)	460	0	R	[D338] Director: Community Services: Target can not be met due to Covid 19 regulations. (December 2020)	[D338] Director: Community Services: Amendment of the target and/or KPI will, based on the impact of the Covid 19 pandemic on this particular KPI, be considered for submission to the Council during the adjustment period. (December 2020)	900	0	R

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

TO PROVIDE AND MAINTAIN BASIC SERVICES AND ENSURE SOCIAL UPLIFTMENT OF THE BREEDE VALLEY COMMUNITY

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL3	Spend 90% of the budget allocated for the Regional Socio Economic Programme by 30 June 2021 {(Actual expenditure divided by the total approved capital budget) x 100}	% of budget spent	90.00%	0.00%	0.00%	N/A			30.00%	7.28%	R	[D33] Municipal Manager: Target not met. The procurement processes for RSEP, and subsequent implementation, has been adversely impacted by the Covid-19 pandemic. Therefore only spending of roll-over funds from 2019/20 has been prioritised and realised to date. (December 2020)	[D33] Municipal Manager: Procurement is however in full swing, hence, significant improvement is anticipated in the second half of the financial year, with the bulk of the expenditure realising in the last quarter. (December 2020)	30.00%	7.28%	R
TL10	Number of formal residential properties that are billed for water as at 30 June 2021	Number of residential properties that are billed for residential consumption water meters charged residential domestic tariffs or residential flat rate tariffs using an erf as a household	20 890	0	0	N/A			0	0	N/A			0	0	N/A

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
		except municipal rental flats which will be measured by using the number of rental units.														
TL11	Number of residential properties which are billed for electricity or have pre-paid meters (excluding Eskom Electricity supplied properties) as at 30 June 2021	Number of residential properties that are billed for electricity or have pre-paid meters, charged on the residential tariffs for consumption and residential prepaid tariffs	22 580	0	0	N/A			0	0	N/A			0	0	N/A
TL12	Number of formal residential properties that are billed for sanitation/sewerage services as at 30 June 2021	Number of residential properties that are billed for residential sewerage tariffs using the erf as property	18 620	0	0	N/A			0	0	N/A			0	0	N/A
TL13	Number of formal residential properties that are billed for refuse removal as at 30 June 2021	Number of residential properties that are billed for refuse removal residential tariffs using the erf as a property	18 795	0	0	N/A			0	0	N/A			0	0	N/A

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL21	Limit unaccounted electricity losses to less than 10% by 30 June 2021 {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / (Number of Electricity Units Purchased) x 100}	% unaccounted for electricity	10.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A			0.00%	0.00%	N/A
TL22	Limit unaccounted water losses to less than 21% by 30 June 2021 {(Number of kilolitres water available from reservoirs - number of kilolitres water sold) / (number of kilolitres water purchased or purified) x 100}	% unaccounted for water	21.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A			0.00%	0.00%	N/A
TL28	Complete Project Feasibility Report regarding the new housing projects at De Doorns (GG-Camp), by 30 June 2021	Project Feasibility Report completed	1	0	0	N/A			0	0	N/A			0	0	N/A
TL29	Complete beneficiary allocation for the Transhex Human Settlement Project by 30 June 2021 (Beneficiary allocation linked to approved business	Number of units allocated	800	0	0	N/A			0	0	N/A			0	0	N/A

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
	plan - 800 units prioritised in 2020/21)															
TL30	Construct a youth café facility in Van Huyssteenlaan by 30 June 2021	Youth café facility constructed	1	0	0	N/A			0	0	N/A			0	0	N/A
TL31	Achieve 95% average water quality level as measured per SANS 241 criteria during the 2020/21 financial year	% water quality level per quarter	95.00%	95.00%	96.73%	G2	[D414] Director: Technical Services: results for one month (July 2020) [D414] Director: Technical Services: Performance achieved. (August 2020) [D414] Director: Technical Services: quality comply to SANS241 (September 2020)		95.00%	94.63%	O	[D414] Director: Technical Services: the physical parameters in Touwsriver had some challenges (October 2020) [D414] Director: Technical Services: comply to SANS241 (November 2020) [D414] Director: Technical Services: quality of the physical parameters needs to be address (December 2020)	[D414] Director: Technical Services: regular flushing of the system (October 2020) [D414] Director: Technical Services: investigate the treatment processes (December 2020)	95.00%	95.68%	G2



# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL32	Review the 4th Generation Integrated Waste Management Plan and submit to Council for approval by 31 May 2021	Plan reviewed and submitted to Council for approval by 31 May 2021	1	0	0	N/A			0	0	N/A			0	0	N/A
TL33	Review 5 year Water Service Development Plan (WSDP) and submit to Council for approval by 31 May 2021	Reviewed WSDP submitted to Council by 31 May 2021	1	0	0	N/A			0	0	N/A			0	0	N/A
TL34	80% of sewerage samples comply with effluent standard during the 2020/21 financial year {(Number of sewerage samples that comply with General Authorisation/Number of sewerage samples tested)x100}	% of sewerage samples compliant	80.00%	80.00%	88.79%	G2	[D417] Director: Technical Services: final effluent quality (July 2020) [D417] Director: Technical Services: comply to the standards (August 2020) [D417] Director: Technical Services: Effluent quality (September 2020)		80.00%	84.83%	G2	[D417] Director: Technical Services: quality of the effluent in Worcester and De Doorns not good enough (October 2020) [D417] Director: Technical Services: final effluent (November 2020) [D417] Director: Technical Services: Final Effluent Quality (December 2020)	[D417] Director: Technical Services: repair pumps and operational maintenance (October 2020)	80.00%	86.81%	G2

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL35	Spend 90% of the electricity capital budget by 30 June 2021 {(total actual capital project expenditure/total capital project budget) x 100}	% of the electricity capital project budget spent	90.00%	0.00%	0.00%	N/A	[D418] Director: Technical Services: Spend 0% of the electricity capital budget in July 2020 (July 2020) [D418] Director: Technical Services: Spend 0% of the electricity capital budget in August 2020 (August 2020)	[D418] Director: Technical Services: To increase the expenditure of the electricity capital budget (July 2020) [D418] Director: Technical Services: To increase the expenditure of the electricity capital budget (August 2020)	30.00%	10.64%	R	[D418] Director: Technical Services: 10.64% of Electricity capital budget spent as at 31 December 2020. (December 2020)	[D418] Director: Technical Services: The department will continue to prioritise the filling of critical vacancies (subject to the available support and resources). In addition, the department intends to submit a request for training linked to the compilation and review of tender documents to (amongst others) assist in expediting the tender process within the ambit of the department. It should further be noted that various tenders have been finalised and/or are in process of being finalised, hence,	30.00%	10.64%	R

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
													expenditure trends are anticipated to increase significantly during the last part of the financial period. (December 2020)			
TL36	Spend 90% of the electricity maintenance budget by 30 June 2021 {(total actual maintenance expenditure/total maintenance budget) x 100}	% of the electricity maintenance budget spent	90.00%	0.00%	0.00%	N/A			30.00%	48.87%	B	[D419] Director: Technical Services: 48.87% of Electricity maintenance budget spent as at 31 December 2020. (December 2020)		30.00%	48.87%	B
TL37	Achieve 90% of capital budget spent on the resurfacing of roads by 30 June 2021	% of capital budget spent	90.00%	0.00%	0.00%	N/A			30.00%	71.34%	B	[D420] Director: Technical Services: Achieve 71.34% of capital budget spent on the resurfacing of roads by 30 June 2021 [TL37] (December 2020)		30.00%	71.34%	B

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL38	Achieve 90% of capital budget spent on the municipal fleet by 30 June 2021	% of capital budget spent	90.00%	0.00%	0.00%	N/A			30.00%	75.86%	B	[D421] Director: Technical Services: Achieve 75,86% of capital budget spent on the municipal fleet by 30 June 2021 [TL38] (December 2020)		30.00%	75.86%	B
TL39	Spend 90% of capital budget allocated for the construction of the Zwelethemba municipal swimming pool by 30 June 2021	% of capital budget spent	90.00%	0.00%	0.00%	N/A			6.00%	55.18%	B	[D422] Director: Technical Services: Spend 55,18% of capital budget allocated for the construction of the Zwelethemba municipal swimming pool by 30 June 2021 [TL39] (December 2020)		6.00%	55.18%	B
TL40	Complete serviced sites for the Transhex Human Settlements Project phase 1.3 by 30 June 2021	Number of serviced sites completed in phase 1.3 by 30 June 2021	662	0	0	N/A			0	0	N/A			0	0	N/A

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Ref	KPI Name	Description of Unit of Measurement	Original Annual Target	Quarter ending September 2020					Quarter ending December 2020					Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
				Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R	Departmental KPI: Performance Comment	Departmental KPI: Corrective Measures	Original Target	Actual	R
TL41	Spend 90% of capital budget allocated towards the construction speedhumps throughout the municipal area by 30 June 2021	% of capital budget spent	90.00%	0.00%	0.00%	N/A			30.00%	95.49%	B	[D424] Director: Technical Services: Spend 95,49% of capital budget allocated towards the construction speedhumps throughout the municipal area by 30 June 2021 [TL41] (December 2020)		30.00%	95.49%	B

The Top Layer SDBIP will be revised and submitted with the Adjustments Budget to Council by the end of February 2021 with the necessary motivation where key performance indicator targets require amendment as a result of the Adjustments Budget and preliminary audit outcomes of 2019/20 (subject to availability thereof).

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## 3. ANNUAL REPORT

The draft Annual Report of the 2019/20 financial year is anticipated to be tabled at the end of February 2021. It should be noted that exemption has, in terms of notice no. 851, been issued by National Treasury (NT) on 5 August 2020 due to the impact of the Covid-19 pandemic on the execution of these prescribed provisions.

As prescribed in section 72(1)(a)(iii) of the MFMA the Accounting Officer must assess the performance of the municipality in the first 6 months taking into account the past year's Annual Report, and progress on resolving the problems identified in the Annual Report. Council has appointed an Oversight Committee on 23 August 2016, who will compile an oversight report. This report will include a summary of comments and conclusions on the Annual Report of the municipality and will include one or more of the following:

- Misstatements in the Financial Statements;
- Material under spending of the budget;
- Planned key performance indicators not achieved;
- Non-compliance with laws and regulations;
- Assessment by Internal Audit on predetermined objectives (PMS);
- Financial management; and
- Governance.

Due to the impact of the Covid-19 pandemic and the subsequent NT notice as mentioned above, the oversight process timeline pertaining to draft 2019/20 Annual Report has also been impacted. No Oversight Committee meetings have been scheduled to date, however, it is anticipated that the first meetings will take place in March 2021 (immediately after the tabling of the draft Annual Report to Council).

Accuracy and reliability of the Annual Report is continuously monitored by the Administration and the report will also be submitted to the Auditor-General for verification and confirmation that the Annual Report does not include any inconsistency with the annual financial statements and performance report audited by the Auditor-General.