



BREED VALLEY
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

4th Quarter

PERFORMANCE REPORT

1 April 2022 – 30 June 2022

A caring valley of excellence



QUARTER 4 (1 April 2022 – 30 June 2022) PERFORMANCE REPORT AGAINST THE PERFORMANCE INDICATORS SET IN THE APPROVED TOP-LAYER SDBIP FOR 2021/2022

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. The purpose of this report is to assess the **pre-liminary & unaudited performance** (as per the applicable legislative prescripts mentioned) as measured against the predetermined objectives and key performance indicators (as per the approved 2021/2022 SDBIP).

OVERALL PRELIMINARY & UNAUDITED PERFORMANCE OF INDICATORS FOR THE 4TH QUARTER - 1 APRIL 2022 TO 30 JUNE 2022

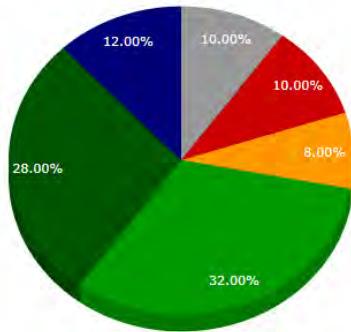
- (1) The graphs below (subsections A and B respectively), depicts the pre-liminary & unaudited performance achieved as at 30 June 2022 (quarter 4) in relation to the 50 TL KPI's that have been formulated and approved for implementation within the 2021/2022 financial year. The performance results are therefore represented as a percentage of the total number of KPI's measured within 2021/2022. For ease of reference, the information has been portrayed per strategic objective (A) and directorate (B). Council should note that the grey sections represent KPI's that do not have performance targets and/or actuals due within quarter 4 (i.e. the period under review).

A. Top Layer SDBIP Performance Report per Strategic Objective (2021/2022 financial year)

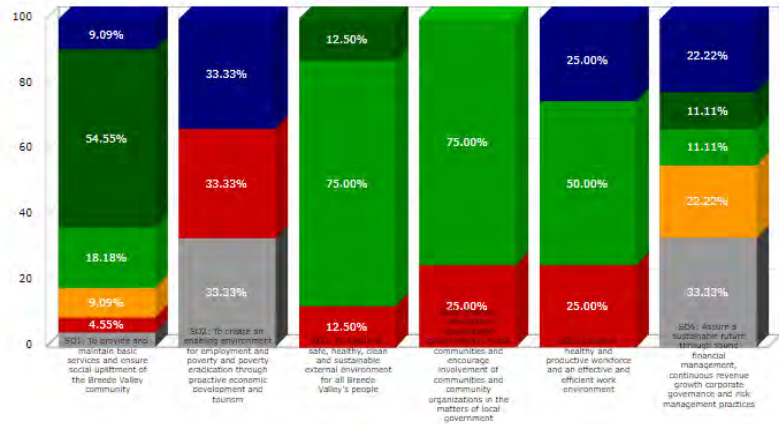
Top Layer KPI Report

Report drawn on 20 July 2022 at 23:04
for the months of Quarter ending June 2022 to Quarter ending June 2022.

Breede Valley Municipality



Strategic Objective



	Breede Valley Municipality	Strategic Objective					
		SO1: To provide and maintain basic services and ensure social upliftment of the Breede Valley community	SO2: To create an enabling environment for employment and poverty and poverty eradication through proactive economic development and tourism	SO3: To ensure a safe, healthy, clean and sustainable external environment for all Breede Valley's people	SO4: Provide democratic, accountable government for local communities and encourage involvement of communities and community organizations in the matters of local government	SO5: Ensure a healthy and productive workforce and an effective and efficient work environment	SO6: Assure a sustainable future through sound financial management, continuous revenue growth corporate governance and risk management practices
Not Yet Applicable	5 (10.00%)	1 (4.55%)	1 (33.33%)	-	-	-	3 (33.33%)
Not Met	5 (10.00%)	1 (4.55%)	1 (33.33%)	1 (12.50%)	1 (25.00%)	1 (25.00%)	-
Almost Met	4 (8.00%)	2 (9.09%)	-	-	-	-	2 (22.22%)
Met	16 (32.00%)	4 (18.18%)	-	6 (75.00%)	3 (75.00%)	2 (50.00%)	1 (11.11%)
Well Met	14 (28.00%)	12 (54.55%)	-	1 (12.50%)	-	-	1 (11.11%)
Extremely Well Met	6 (12.00%)	2 (9.09%)	1 (33.33%)	-	-	1 (25.00%)	2 (22.22%)
Total:	50	22	3	8	4	4	9
	100%	44.00%	6.00%	16.00%	8.00%	8.00%	18.00%

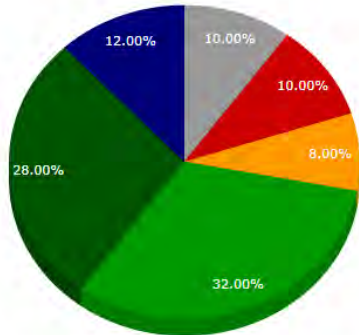
B. Top Layer SDBIP Performance Report per Directorate (2021/2022 Financial Year):

Top Layer KPI Report

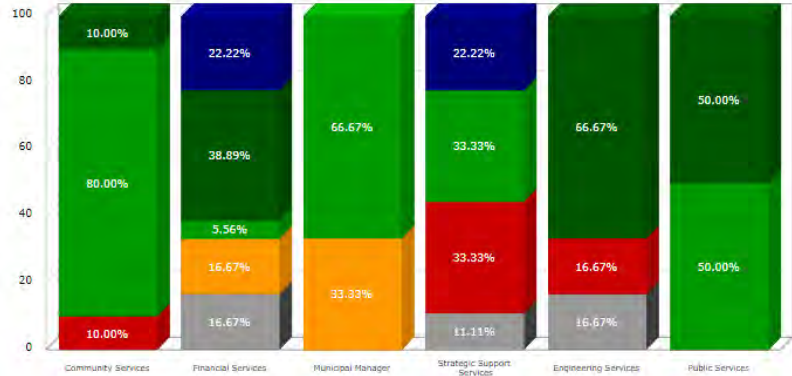
Report drawn on 20 July 2022 at 23:10

for the months of Quarter ending June 2022 to Quarter ending June 2022.

Breede Valley Municipality



Responsible Directorate



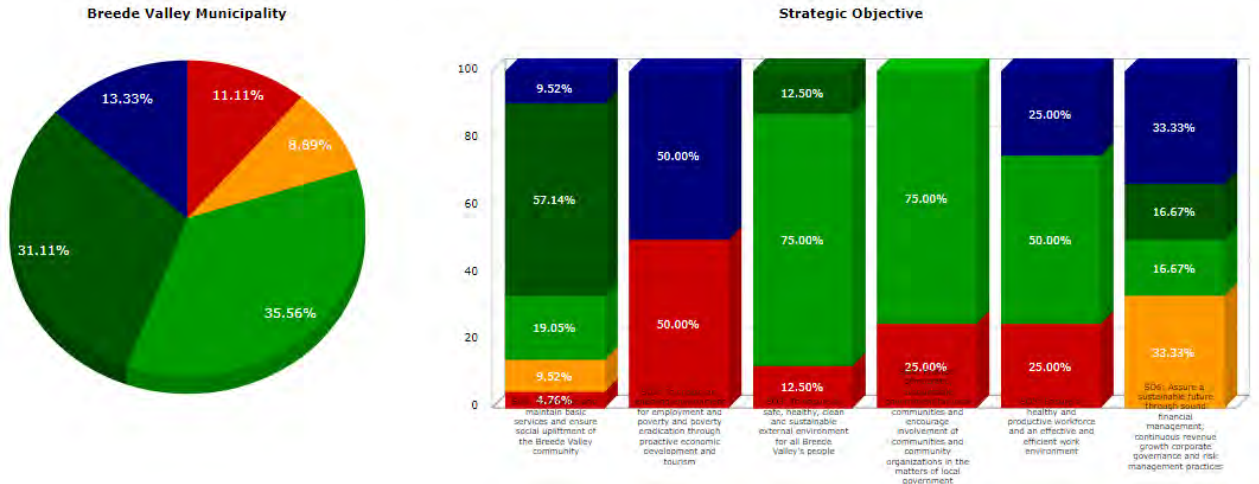
	Breede Valley Municipality	Responsible Directorate					
		Community Services	Financial Services	Municipal Manager	Strategic Support Services	Engineering Services	Public Services
Not Yet Applicable	5 (10.00%)	-	3 (16.67%)	-	1 (11.11%)	1 (16.67%)	-
Not Met	5 (10.00%)	1 (10.00%)	-	-	3 (33.33%)	1 (16.67%)	-
Almost Met	4 (8.00%)	-	3 (16.67%)	1 (33.33%)	-	-	-
Met	16 (32.00%)	8 (80.00%)	1 (5.56%)	2 (66.67%)	3 (33.33%)	-	2 (50.00%)
Well Met	14 (28.00%)	1 (10.00%)	7 (38.89%)	-	-	4 (66.67%)	2 (50.00%)
Extremely Well Met	6 (12.00%)	-	4 (22.22%)	-	2 (22.22%)	-	-
Total:	50	10	18	3	9	6	4
	100%	20.00%	36.00%	6.00%	18.00%	12.00%	8.00%

(2) The graphs contained in subsections C and D respectively, depicts those TL KPI's where performance targets were applicable for reporting purpose, and consequently, the performance achieved against each of these targets. It is therefore represented as a percentage of the total number of KPI's only measured within quarter 4.

C. Top Layer SDBIP Performance Report per Strategic Objective (Quarter 4 Only)

Top Layer KPI Report

Report drawn on 20 July 2022 at 23:26
for the months of Quarter ending June 2022 to Quarter ending June 2022.



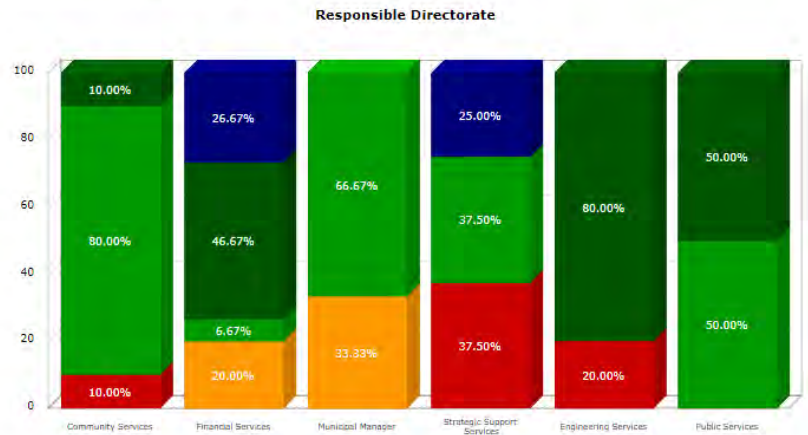
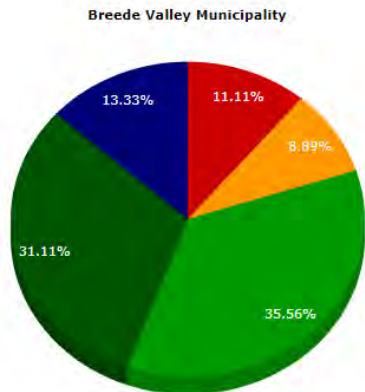
	Breede Valley Municipality	Strategic Objective					
		SO1: To provide and maintain basic services and ensure social upliftment of the Breede Valley community	SO2: To create an enabling environment for employment and poverty and poverty eradication through proactive economic development and tourism	SO3: To ensure a safe, healthy, clean and sustainable external environment for all Breede Valley's people	SO4: Provide democratic, accountable government for local communities and encourage involvement of communities and community organizations in the matters of local government	SO5: Ensure a healthy and productive workforce and an effective and efficient work environment	SO6: Assure a sustainable future through sound financial management, continuous revenue growth corporate governance and risk management practices
Not Met	5 (11.11%)	1 (4.76%)	1 (50.00%)	1 (12.50%)	1 (25.00%)	1 (25.00%)	-
Almost Met	4 (8.89%)	2 (9.52%)	-	-	-	-	2 (33.33%)
Met	16 (35.56%)	4 (19.05%)	-	6 (75.00%)	3 (75.00%)	2 (50.00%)	1 (16.67%)
Well Met	14 (31.11%)	12 (57.14%)	-	1 (12.50%)	-	-	1 (16.67%)
Extremely Well Met	6 (13.33%)	2 (9.52%)	1 (50.00%)	-	-	1 (25.00%)	2 (33.33%)
Total:	45*	21	2	8	4	4	6
	100%	46.67%	4.44%	17.78%	8.89%	8.89%	13.33%

* Excludes 5 KPIs which had no targets/actuals for the period selected.

D. Top Layer SDBIP Performance Report Per Directorate (Quarter 4 Only)

Top Layer KPI Report

Report drawn on 20 July 2022 at 23:18
for the months of Quarter ending June 2022 to Quarter ending June 2022.



	Breede Valley Municipality	Responsible Directorate					
		Community Services	Financial Services	Municipal Manager	Strategic Support Services	Engineering Services	Public Services
Not Met	5 (11.11%)	1 (10.00%)	-	-	3 (37.50%)	1 (20.00%)	-
Almost Met	4 (8.89%)	-	3 (20.00%)	1 (33.33%)	-	-	-
Met	16 (35.56%)	8 (80.00%)	1 (6.67%)	2 (66.67%)	3 (37.50%)	-	2 (50.00%)
Well Met	14 (31.11%)	1 (10.00%)	7 (46.67%)	-	-	4 (80.00%)	2 (50.00%)
Extremely Well Met	6 (13.33%)	-	4 (26.67%)	-	2 (25.00%)	-	-
Total:	45*	10	15	3	8	5	4
	100%	22.22%	33.33%	6.67%	17.78%	11.11%	8.89%

* Excludes 5 KPIs which had no targets/actuals for the period selected.

Category	Colour Code / Reference	Explanation
KPI Not Yet Applicable	N/A	KPIs with no targets or actuals in the selected period.
KPI Not Met	R	0% <= Actual/Target <= 74.999%
KPI Almost Met	O	75.000% <= Actual/Target <= 99.999%
KPI Met	G	Actual meets Target (Actual/Target = 100%)
KPI Well Met	G2	100.001% <= Actual/Target <= 149.999%
KPI Extremely Well Met	B	150.000% <= Actual/Target

**SUMMARY OF PRELIMINARY & UNAUDITED PERFORMANCE PER STRATEGIC OBJECTIVE &
DIRECTORATE OF INDICATORS FOR THE 4TH QUARTER ENDING 30 JUNE 2022.**

The graphs above depict the preliminary and unaudited Top-layer SDBIP for the 4th quarter (1 April 2022 to 30 June 2022), which measures the municipality’s overall performance per strategic objective and directorate. On the premise of the preliminary and unaudited status, it is imperative that Council note that the performance reflected is subject to change based on a comprehensive assessment and audit of the actual performance outcomes achieved. The final performance results will be encapsulated in the 2021/2022 Annual Performance Report (as per section 46 (1)(b) of the Municipal Systems Act) and will furthermore be incorporated in the 2021/2022 Annual Report (as per section 46 (2) of the Municipal Systems Act).

In addition, the attached report (2021/2022 Quarter 4 - Top Layer KPI Report) provide insights into each of the 50 TL KPI’s and the performance status thereof. Specific emphasis is placed on the 45 TL KPI’s that were measured within quarter 4.

The performance results for quarter 4 are summarised below:

Period	Number of KPI’s measured	Performance Category	Performance Result
Quarter 4 (1 April 2022 – 30 June 2022)	45	Number of KPI’s not met	5
		Number of KPI’s almost met	4
		Number of KPI’s met	16
		Number of KPI’s well met	14
		Number of KPI’s extremely well met	6
Total			45

RECOMMENDATION

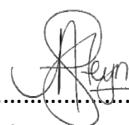
With regards to the Top-layer SDBIP Report pertaining to the 4th quarter of 2021/2022, the following is recommended to the Executive Mayor:

- a) That the 2021/2022 Quarter 4 Performance Report and associated annexures be noted: and
- b) That the 2021/2022 Quarter 4 Performance Report and associated annexures be referred to Council for notification.

Yours faithfully



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C. Maigas
IDP/PMS Manager



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A. Steyn
Executive Mayor

Breede Valley Municipality
2021/2022 Quarter 4 - Top Layer KPI Report

SO1: To provide and maintain basic services and ensure social upliftment of the Breede Valley community

Indicator Code	Responsible Directorate	KPI	Unit of Measurement	Baseline	Portfolio of Evidence	Quarter 4						Overall Performance for Quarter 4 (ending June 2022)		
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL6	Community Services	Review the Sport Facilities Infrastructure Master Plan and submit to Council for approval by 31 May 2022 (Final)	Final reviewed Sport Facilities Infrastructure Master Plan submitted to Council for approval	0	Minutes of the Council meeting	1	1	G			1	1	G	
TL7	Community Services	Review of the Community Development Plans and submit to Council for approval by 31 May 2022 (Final)	Community Development Plans reviewed and submitted to Council for approval	0	Minutes of the Council meeting	1	1	G			1	1	G	
TL8	Community Services	Implement 4 community development programs at each youth centre by 30 June 2022	Number of community development programs implemented	0	Content of the program and attendance registers	2	2	G			2	2	G	
TL10	Community Services	Spend 95% of the Library Grant in accordance with the transfer payment agreement by 30 June 2022	% of grant funding spent	100.00%	Conditional Grant Monthly Expenditure Report as at 30 June 2022	95.00%	98.46%	G2			95.00%	98.46%	G2	
TL12	Engineering Services	Spend 90% of the electricity capital budget by 30 June 2022 {(total actual capital project expenditure/total capital project budget) x 100}	% of the electricity capital project budget spent	89.22%	Capital Expenditure Report (SAMRAS extract)	90.00%	98.00%	G2			90.00%	98.00%	G2	
TL13	Engineering Services	Spend 90% of the electricity maintenance budget by 30 June 2022 {(total actual maintenance expenditure/total maintenance budget) x 100}	% of the electricity maintenance budget spent	69.23%	Operational Expenditure Report (SAMRAS extract)	90.00%	59.37%	R	[D374] Director: Engineering Services: Spend 90% of the electricity maintenance budget by 30 June 2022 {(total actual maintenance expenditure/total maintenance budget) x 100} [TL13] (June 2022)	[D374] Director: Engineering Services: The Directorate Engineering Services operational and maintenance expenditure until 30th of June 2022 amounts to R 417 045 677,22 which represents 78,58% of the operational and maintenance budget. Electrical Services preliminary maintenance expenditure until 30th of June 2022 amounts to R 17 625 555,44 which represents 59,37% of the maintenance budget of R 29 687 200,00. Financial services must provide the final maintenance expenditure. Update is required. (June 2022)	90.00%	59.37%	R	
TL14	Engineering Services	Achieve 90% of capital budget spent on the resurfacing of roads by 30 June 2022 {(total actual capital project expenditure/total capital project budget) x 100}	% of capital budget spent	99.37%	Capital Expenditure Report (SAMRAS extract)	90.00%	99.00%	G2			90.00%	99.00%	G2	

Breede Valley Municipality
2021/2022 Quarter 4 - Top Layer KPI Report

TL15	Engineering Services	Complete the construction of the Zwelethemba municipal swimming pool by 28 February 2022	Construction completed	0	Practical completion certificate	0	0	N/A			0	0	N/A
TL17	Engineering Services	Achieve 90% of capital budget spent on the upgrading of gravel roads by 30 June 2022 {(total actual capital project expenditure/total capital project budget) x 100}	% of capital budget spent	0.00%	Capital Expenditure Report (SAMRAS extract)	90.00%	100.00%	G2			90.00%	100.00%	G2
TL18	Financial Services	Number of formal residential properties that are billed for water as at 30 June 2022	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.	21 370	SAMRAS Water and Electricity Billing report (stats for INTER/MNTHDR/JNL)	21 380	21 278	O	[D224] CFO: The under performance is due to house/project that was anticipated would halfway done. At this moment the houses are not handed over to owners. Water are not yet billed nor on the billing system. (June 2022)		21 380	21 278	O
TL19	Financial Services	Number of residential properties which are billed for electricity or have pre-paid meters (excluding Eskom Electricity supplied properties) as at 30 June 2022	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	24 539	Water and Electricity billing report (stats for INTER/MNTHDR/JNL) and Report from prepaid electricity vending service provider	23 250	22 731	O	[D225] CFO: The under performance is because of the data clean up done by our Pre paid service provider. They picked up that the were duplication after the previous service provider transferred data. (June 2022)		23 250	22 731	O
TL20	Financial Services	Number of formal residential properties that are billed for sanitation/sewerage services as at 30 June 2022	Number of residential properties that are billed for residential sewerage tariffs using the erf as property	19 138	SAMRAS report (SAMRAS unit type service analysis by tariff (BS-Q906A)	19 160	19 239	G2			19 160	19 239	G2
TL21	Financial Services	Number of formal residential properties that are billed for refuse removal as at 30 June 2022	Number of residential properties that are billed for refuse removal residential tariffs using the erf as a property	19 178	SAMRAS report (SAMRAS unit type service analysis by tariff (BS-Q906A)	19 200	19 275	G2			19 200	19 275	G2
TL22	Financial Services	Provide free basic water to indigent households earning less than R4500 as at 30 June 2022	Number of indigent households receiving free basic water	9 556	Indigent excel formatted register populated from SAMRAS systems (BS-Q10A0)list accounts Masakhane Beneficiary.	9 660	9 837	G2			9 660	9 837	G2
TL23	Financial Services	Provide free basic electricity to indigent households earning less than R4500 as at 30 June 2022	Number of indigent households receiving free basic electricity	9 556	Indigent excel formatted register populated from SAMRAS systems (BS-Q10A0)list accounts Masakhane Beneficiary	9 660	9 837	G2			9 660	9 837	G2
TL24	Financial Services	Provide free basic sanitation to indigent households earning less than R4500 as at 30 June 2022	Number of indigent households receiving free basic sanitation	9 556	Indigent excel formatted register populated from SAMRAS systems (BS-Q10A0)list accounts Masakhane Beneficiary.	9 660	9 837	G2			9 660	9 837	G2

Breede Valley Municipality
2021/2022 Quarter 4 - Top Layer KPI Report

TL25	Financial Services	Provide free basic refuse removal to indigent households earning less than R4500 as at 30 June 2022	Number of indigent households receiving free basic refuse removal	9 556	Indigent excel formatted register populated from SAMRAS systems (BS-Q10A0)list accounts Masakhane Beneficiary.	9 660	9 837	G2			9 660	9 837	G2
TL29	Financial Services	Limit unaccounted electricity losses to less than 10% by 30 June 2022 {(Number of Electricity Units Purchased -Number of Electricity Units Sold) / (Number of Electricity Units Purchased) x100}	% unaccounted for electricity	7.05%	Draft AFS and Electricity Bulk purchases report, SAMRAS report WC-P104b, Monthly Pre-Paid Vending Systems Management Report, Spreadsheet: Electricity losses	10.00%	7.52%	B			10.00%	7.52%	B
TL30	Financial Services	Limit unaccounted water losses to less than 20% by 30 June 2022 {(Number of kilolitres water available from reservoirs - number of kilolitres water sold) / (number of kilolitres water purchased or purified) x 100}	% unaccounted for water	24.28%	Draft AFS and SAMRAS report WC-P104b, Monthly water Balance report, Spreadsheet Water losses	25.00%	21.62%	B			25.00%	21.62%	B
TL39	Public Services	Achieve 95% average water quality level as measured per SANS 241 criteria during the 2021/22 financial year	% water quality level per quarter	95.13%	Municipal Laboratory Report	95.00%	95.30%	G2			95.00%	95.30%	G2
TL41	Public Services	Review the 5 year Water Service Development Plan (WSDP) and submit to Council for approval by 31 May 2022 (Final)	Final reviewed WSDP submitted to Council for approval	1	Proof of Council Resolution	1	1	G			1	1	G
TL42	Public Services	80% of sewerage samples comply with effluent standard during the 2021/22 financial year {(Number of sewerage samples that comply with General Authorisation/Number of sewerage samples tested)x100}	% of sewerage samples compliant	87.66%	Municipal Laboratory Report	80.00%	93.40%	G2			80.00%	93.40%	G2

Summary of Results: SO1: To provide and maintain basic services and ensure social upliftment of the Breede Valley community

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	1
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	2
G	KPI Met	Actual meets Target (Actual/Target = 100%)	4
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	12
B	KPI Extremely Well Met	150.000% <= Actual/Target	2
Total KPIs:			22

Breede Valley Municipality
2021/2022 Quarter 4 - Top Layer KPI Report

SO2: To create an enabling environment for employment and poverty and poverty eradication through proactive economic development and tourism

Indicator Code	Responsible Directorate	KPI	Unit of Measurement	Baseline	Portfolio of Evidence	Quarter 4						Overall Performance for Quarter 4 (ending June 2022)		
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL43	Strategic Support Services	The number of FTE's created through the EPWP programme by 30 June 2022	Number of FTE's created through the EPWP programme	310.11	Signed employment contracts and EPWP statistics (Excel Spread sheet - Name: EPWP Quarterly Report)	81.25	124.23	B			81.25	124.23	B	
TL47	Strategic Support Services	Sign service level agreements (SLA's) with 4 Local Tourism Associations (LTA's) for their annual tourism operational expenditure by 30 September 2021	Number of SLA's signed by 30 September 2021	4	Signed SLA's	0	0	N/A			0	0	N/A	
TL48	Strategic Support Services	Review the Local Economic Development Strategy and submit to Council for approval by 31 May 2022 (Final)	Final reviewed LED Strategy submitted to Council for approval	0	Minutes of the Council meeting	1	0	R	[D337] Director: Strategic Support Services: Performance not achieved as we had to adjust our planning to schedule our workshops for middle April 2022 in commensurate with the availability of the consultant who could only in travel in April 2022 to the BVM from Belgium. We decided to wait for the consultant as he have the required knowledge on strategy making and because we could source him free of charge. (May 2022)	[D337] Director: Strategic Support Services: We hosted the LED strategy workshops and we have shifted the performance indicator for September 2022. We are planning to table this LED strategy item and document for the August 2022 Council meeting. The document very close to a final product but undergoing editing and quality checks. (May 2022)	1	0	R	

Summary of Results: SO2: To create an enabling environment for employment and poverty and poverty eradication through proactive economic development and tourism

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	1
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
Total KPIs:			3

Breede Valley Municipality
2021/2022 Quarter 4 - Top Layer KPI Report

SO3: To ensure a safe, healthy, clean and sustainable external environment for all Breede Valley's people

Indicator Code	Responsible Directorate	KPI	Unit of Measurement	Baseline	Portfolio of Evidence	Quarter 4					Overall Performance for Quarter 4 (ending June 2022)		
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL1	Community Services	Plan & conduct 24 roadblocks by 30 June 2022	Number of roadblocks conducted	11	Signed Register	6	6	G			6	6	G
TL2	Community Services	Review the Disaster Management Plan and submit to Council by 31 May 2022 (Final)	Final reviewed Disaster Management Plan submitted to Council	1	Minutes of the Council meeting	1	1	G			1	1	G
TL3	Community Services	Compile a Municipal Rental Unit Maintenance Plan and submit to Council by 31 May 2022 (Final)	Final Municipal Rental Unit Maintenance Plan combined & submitted to Council	0	Minutes of the Council meeting	1	1	G			1	1	G
TL4	Community Services	Compile a Municipal Court Strategic Plan and submit to Council for approval by 31 May 2022	Municipal Court Strategic Plan compiled and submitted to Council for approval	0	Minutes of the Council meeting	1	0	R			1	0	R
TL5	Community Services	Compile a Safety Plan and submit to Council for approval by 31 May 2022 (Final)	Safety Plan compiled and submitted to Council for approval	0	Minutes of the Council meeting	1	1	G			1	1	G
TL9	Community Services	Conduct 100 planned inspections in accordance with the Fire Protection Regulations and Fire Safety Bylaw during the 2021/22 financial year	Number of planned inspections conducted	488	Inspection reports	225	225	G			225	225	G
TL16	Engineering Services	Achieve 90% of capital budget spent towards the construction of speedhumps in the municipal area by 30 June 2022 {(total actual capital project expenditure/total capital project budget) x 100}	% of capital budget spent	100.00%	Monthly Capital Expenditure Report (SAMRAS extract)	90.00%	96.00%	G2			90.00%	96.00%	G2
TL40	Public Services	Review the 4th Generation Integrated Waste Management Plan and submit it to Council for approval by 31 May 2022 (Final)	Final reviewed 4th Generation IWMP submitted to Council for approval	1	Proof of Council Resolution	1	1	G			1	1	G

Summary of Results: SO3: To ensure a safe, healthy, clean and sustainable external environment for all Breede Valley's people

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	6
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	1
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
Total KPIs:			8

Breede Valley Municipality
2021/2022 Quarter 4 - Top Layer KPI Report

SO4: Provide democratic, accountable government for local communities and encourage involvement of communities and community organizations in the matters of local government

Indicator Code	Responsible Directorate	KPI	Unit of Measurement	Baseline	Portfolio of Evidence	Quarter 4					Overall Performance for Quarter 4 (ending June 2022)		
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL36	Municipal Manager	Compile a Risk Based Audit Plan and submit to the Audit Committee by 30 June 2022	RBAP submitted to the Audit Committee	1	Agenda of the AC meeting	1	1	G			1	1	G
TL37	Municipal Manager	Compile a strategic risk report and submit to Council by 31 May 2022	Strategic risk report submitted to Council	1	Proof of submission of Strategic Risk Report item to Council	1	1	G			1	1	G
TL49	Strategic Support Services	Review the Communication Strategy and submit to Council for approval by 31 May 2022 (Final)	Final reviewed Communication Strategy submitted to Council for approval	0	Minutes of the Council meeting	1	0	R	[D338] Director: Strategic Support Services: Performance not achieved. The Communication department concluded the Draft Communication Plan (DCP) by March 2022. The DCP was subsequently submitted to the National and Provincial Departments of Communications in May 2022 in order to solicit input thereon, prior to internal circulation. The departments informed the municipality that certain National Regulations necessitated the inclusion of a language policy/component into the DCP. The Communication department subsequently updated the DCP and resubmitted for final approval to the Departments. Feedback was only recently received, which resulted in an inability to conclude and table the Final Communication Plan as per the Ignite Advisory System. (May 2022)	[D338] Director: Strategic Support Services: The department submitted a final request for input to the respective National & Provincial departments (closing date: 22 July 2022). Now, after final inputs were received and the DCP was updated, it will table to Council during the August 2022 Council meeting. (May 2022)	1	0	R
TL52	Strategic Support Services	Compile the 5th generation Final IDP and submit to Council for approval by 31 May 2022	Final IDP compiled and submitted to Council for consideration	0	Minutes of the Council meeting	1	1	G			1	1	G

Summary of Results: SO4: Provide democratic, accountable government for local communities and encourage involvement of communities and community organizations in the matters of local government

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	3
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
Total KPIs:			4

Breedee Valley Municipality
2021/2022 Quarter 4 - Top Layer KPI Report

S05: Ensure a healthy and productive workforce and an effective and efficient work environment

Indicator Code	Responsible Directorate	KPI	Unit of Measurement	Baseline	Portfolio of Evidence	Quarter 4					Overall Performance for Quarter 4 (ending June 2022)		
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL44	Strategic Support Services	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 2021/22 financial year	Number of people employed in the three highest levels of management	3	Statistics from Employment Equity Plan (depicting the EE targets in the three highest groups) and appointment letters	2	2	G			2	2	G
TL45	Strategic Support Services	The percentage of the municipality's personnel budget spent on implementing its workplace skills plan by 30 June 2022	% of the budget spent	0.90%	Reports from SAMRAS menu VS-Q003E (looked-up online - applicable training vote numbers to be confirmed with HR services/financial services)	1.00%	0.70%	R	[D334] Director: Strategic Support Services; due to Constitutional court case, RFQ's were not loaded on the system (June 2022)	[D334] Director: Strategic Support Services; training to be identified earlier and RFQ's be captured in 1 semester of Financial year (June 2022)	1.00%	0.70%	R
TL46	Strategic Support Services	Limit vacancy rate to 15% of budgeted posts by 30 June 2022 [(Number of funded posts vacant divided by budgeted funded posts)x100]	% vacancy rate	15.63%	Operational Expenditure/Progress Report as at 30 June 2022 (SAMRAS extract) and/or Draft Annual Financial Statements as at 30 June 2022	15.00%	13.28%	B			15.00%	13.28%	B
TL50	Strategic Support Services	Obtain approval in writing no later than 30 June from Provincial Archives in terms of Archives legislation and regulations for the annual disposal of official documents	Approval obtained in writing by 30 June from Provincial Archives	0	Approval letter from Provincial Archives	1	1	G			1	1	G

Summary of Results: S05: Ensure a healthy and productive workforce and an effective and efficient work environment

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	2
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
Total KPIs:			4

Breede Valley Municipality
2021/2022 Quarter 4 - Top Layer KPI Report

S06: Assure a sustainable future through sound financial management, continuous revenue growth corporate governance and risk management practices

Indicator Code	Responsible Directorate	KPI	Unit of Measurement	Baseline	Portfolio of Evidence	Quarter 4					Overall Performance for Quarter 4 (ending June 2022)		
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL26	Financial Services	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2022 (Short Term Borrowing + Long Term Borrowing) / (Total Operating Revenue - Operating Conditional Grant) x 100	% of debt coverage	18.28%	Draft Annual Financial Statements	45.00%	26.58%	B			45.00%	26.58%	B
TL27	Financial Services	Financial viability measured in terms of the outstanding service debtors as at 30 June 2022 ((Total outstanding service debtors/ revenue received for services)X100)	% of outstanding service debtors	14.48%	Annual Financial Statements & Section 71 reports	16.50%	14.23%	B			16.50%	14.23%	B
TL28	Financial Services	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2022 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excl Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Number of months it takes to cover fixed operating expenditure with available cash	2.58	Annual Financial Statements	1.50	1.99	G2			1.50	1.99	G2
TL31	Financial Services	Submit the approved financial statements for 2020/21 to the Auditor-General by 31 August 2021	Approved financial statements for 2020/21 submitted to the AG	1	Proof of submission of approved annual Financial Statements to Auditor-General	0	0	N/A			0	0	N/A
TL32	Financial Services	Achieve a payment percentage of above 95% as at 30 June 2022 (Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue) x 100	% Payment achieved	95.00%	SAMRAS Report (Debtors Transaction Summary - By Service [BS-Q9015E]); Internal Annual Write-off Report; Draft Annual Financial Statements	95.00%	92.86%	O	[D238] CFO: The provisional collection rate for the period is 92.86%. It should be noted that the actual funds collected exceeded the budgeted collection by R50 052 257. (June 2022)		95.00%	92.86%	O
TL33	Financial Services	Review the MGRO Clean Audit Plan and submit to the Municipal Manager by 31 January 2022	Letter signed off by the Municipal Manager that MGRO Clean Audit Plan was reviewed and submitted	1	Proof of submission of MGRO Plan to the Municipal Manager	0	0	N/A			0	0	N/A
TL34	Financial Services	Achieve an unqualified audit for the 2020/21 financial year by 31 January 2022	Audit report signed by the Auditor-General for 2020/21	1	Audit report received confirming unqualified audit	0	0	N/A			0	0	N/A
TL35	Financial Services	Review the Long Term Financial Plan and submit to Council for approval by 31 May 2022 (Final)	Final reviewed Long Term Financial Plan submitted to Council for approval	0	Minutes of the Council meeting	1	1	G			1	1	G
TL38	Municipal Manager	The percentage of the municipal capital budget spent on projects as at 30 June 2022 (Actual amount spent on capital projects/Total amount budgeted for capital projects)X100	% of the municipal capital budget spent	92.14%	Capital Expenditure/Progress Reports for mentioned quarters (SAMRAS extract) and/or Draft Annual Financial Statements as at 30 June 2022	90.00%	83.94%	O	[D27] Municipal Manager: Find attached preliminary numbers of the Capital Budget spent (June 2022)	[D27] Municipal Manager: Still payments that need to take place for end of June 2022. (June 2022)	90.00%	83.94%	O

Summary of Results: S06: Assure a sustainable future through sound financial management, continuous revenue growth corporate governance and risk management practices

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	3
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	2
G	KPI Met	Actual meets Target (Actual/Target = 100%)	1
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	1
B	KPI Extremely Well Met	150.000% <= Actual/Target	2
Total KPIs:			9

Breede Valley Municipality
2021/2022 Quarter 4 - Top Layer KPI Report

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	5
R	KPI Not Met	0% <= Actual/Target <= 74.999%	5
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	4
G	KPI Met	Actual meets Target (Actual/Target = 100%)	16
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	14
B	KPI Extremely Well Met	150.000% <= Actual/Target	6
Total KPIs:			50

Report generated on 20 July 2022 at 22:50.



BREED VALLEY
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In your reply, please quote:

Reference:

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RESOLVED

C76/2022

That in respect of –

The Quarterly Performance Report for the Fourth Quarter (1 April 2022 – 30 June 2022), as discussed by Council at the Council meeting held on 26 July 2022:

1. That Council takes note of the Quarter 4 SDBIP Performance Report and the Top-Layer KPI Report for the period 1 April 2022 – 30 June 2022.

Regards,

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Chad Malgas
Manager: IDP/PMS
29 July 2022