



*2021/22 Swellendam Quarterly Performance
(SDBIP) Assessment Report*

October 2021 - December 2021

Duwayne Lakey
Performance & Compliance Officer

Duwayne Lakey
dlakey@swellermun.co.za



Table of Contents

1. PURPOSE.....	3
2. LEGISLATIVE REQUIREMENTS.....	3
3. BACKGROUND TO THE FORMAT AND MONITORING OF THE SDBIP	3
• FORMAT	3
• MONITORING	5
4. ACTUAL PERFORMANCE FOR THE THIRD QUARTER... ..	6
5. OVERALL PERFORMANCE OF THE MUNICIPALITY	6
6. ACTUAL STRATEGIC PERFORMANCE AND CORRECTIVE MEASURES THAT WILL BE IMPLEMENTED.....	7
7. SUMMARY OF OVERALL RESULTS	18
<u>Table 1: Explanation of colour codes.....</u>	<u>4</u>
<u>Graph 1 and Table 2: Overall performance per Strategic Objectives - 01 OCTOBER – 31 DECEMBER 2021.....</u>	<u>6</u>
<u>Graph 2 and Table 3: Overall performance per Strategic Objectives - 01 OCTOBER – 31 DECEMBER 2021.....</u>	<u>17</u>

Swellendam Municipality
49 Voortrekker Street
Swellendam
6740
Phone: 028 514 8500

Disclaimer

This Quarterly Performance Assessment Report is based on reported information only. This report is subject to change on finalisation of the internal Performance Audit Report for the 2nd Quarter of the 2021/2022 financial year.



1. PURPOSE

- (a) The purpose of this report is to inform Council regarding the progress made with the implementation of the Key Performance Indicators (KPIs) in the realisation of the development priorities and objectives as determined in the Municipality's Integrated Development Plan (IDP) as well as in the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) for the second quarter (*October 2021 – December 2021*) of the 2021/2022 financial year.

2. LEGISLATIVE REQUIREMENTS

- (a) The SDBIP is defined in terms of Section 1 of the Local Government: Municipal Finance Management Act, 56 (Act 56 of 2003) (MFMA), and the format of the SDBIP is prescribed by the MFMA Circular 13.
- (b) Section 41(1)(e) of the Local Government: Municipal Systems Act, 32 (Act 32 of 2000) (MSA), prescribes that a process must be established of regular reporting to Council.
- (c) This report is a requirement in terms of Section 52 of the MFMA which provide for:
- The Executive Mayor, to submit to council within 30 days of the end of each quarter, a report on the implementation of the budget and financial state of affairs of the municipality;
 - The Accounting Officer, while conducting the above, must take into account:
 - ✓ Section 71 Reports;
 - ✓ Performance in line with the Service Delivery and Budget Implementation Plans.

3. BACKGROUND TO THE FORMAT AND MONITORING OF THE SDBIP

3.1 Format

- (a) The Municipality's SDBIP consists of a Top Layer (TL) as well as a Departmental Plan for each individual Department.
- (b) For purposes of reporting, the TL SDBIP is used to report to Council and the Community on the organisational performance of the Municipality.
- (c) The TL SDBIP measures the achievement of performance indicators with regards to the provision of basic services as prescribed by Section 10 of the Local Government: Municipal Planning and Performance Regulations of 2001, National Key Performance Areas and Strategic Objectives as detailed in the Integrated Development Plan (IDP) of the Swellendam Municipality. The Top Layer SDBIP 2021/2022 was approved by the Executive Mayor on 18 June 2021.



- (d) The Departmental SDBIP measures the achievement of performance indicators that have been determined with regard to operational service delivery within each department and have been aligned with the Top Layer SDBIP. The Departmental Plans have been approved by the Municipal Manager.
- (e) The Quarterly Performance Assessment Report is structured to report per the Municipal Strategic objectives.
- (f) The overall assessment of actual performance against targets set for the key performance indicators as documented in the SDBIP are illustrated in terms of the following assessment methodology:

Colour	Category	Explanation
Grey	KPI Not Yet Measured	KPI's with no targets or actual results for the selected period
Red	KPI Not Met	Actual vs. target less than 75%
Orange	KPI Almost Met	Actual vs. target between 75% and 100%
Green	KPI Met	Actual vs. target 100% achieved
Dark Green	KPI Well Met	Actual vs. target more than 100% and less than 150% achieved
Dark Blue	KPI Extremely Well Met	Actual vs. target more than 150% achieved

Table 1: Explanation of colour codes

- (g) The Performance Management System is a web-based system and it uses, as its basis, the approved SDBIP. The SDBIP is a layered plan comprising Top Layer SDBIP and Departmental SDBIPs.
- (h) Performance reports on the Top Layer SDBIP are submitted to the Executive Mayoral Committee and Council on a quarterly, half yearly (Mid-year Budget and Performance Assessment Report) and annual basis (annual amendments to the Top Layer SDBIP must be approved by Council following the submission of the



Mid-year Budget and Performance Assessment Report and the approval of the adjustments budget).

- (i) This non-financial part of the report is based on the Top Layer SDBIP 2021/2022 and comprises the following:
- Summary of the overall performance of the Municipality in terms of the seven Strategic Objectives as set out in the IDP.
 - Detailed Analysis of the Top Layer SDBIP 2021/22 Quarter one Report

3.2 Monitoring

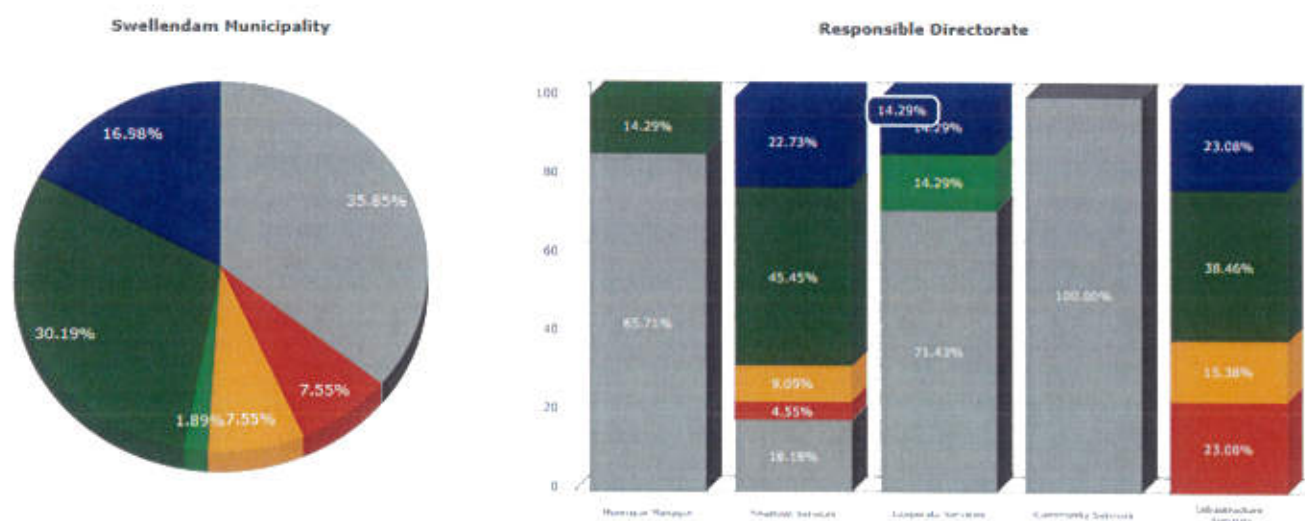
- (a) The Municipality utilises an electronic web-based system that is monthly updated with actual performance.
- (b) The system closes every month between the 15th to the 17th day for updates of the previous month's actual performance as a control measure to ensure that performance is updated and monitored on a monthly basis. No access is available to a month's performance indicators after closure of the system. This is to ensure that the level of performance is consistent for a particular period in the various levels at which reporting takes place. Departments must motivate to the Municipal Manager should they require the system to be re-opened once the system is closed.
- (c) The system provides management information in graphs and indicates actual performance against targets. The graphs provide a good indication of performance progress and where corrective action is required.
- (d) The system requires key performance indicator owners to update **performance comment for each actual result captured**, which provides a clear indication of how the actual was calculated/reached and serves as part of the portfolio of evidence (POE) for auditing purposes.
- (e) In terms of Section 46(1)(a)(iii) of the MSA the Municipality must reflect annually in the Annual Performance Report on measures taken to improve performance, in other words targets not achieved. The system utilised requires **corrective actions** to be captured for **targets not achieved**.

4. ACTUAL PERFORMANCE FOR THE FOURTH QUARTER

- (a) The Top Layer SDBIP contains performance indicators per Municipal Strategic Objectives and comments with corrective measures with regard to targets not achieved.
- (b) A detailed analysis of actual performance for the second quarter of the financial year 2021/2022 is provided in section 6 of this report.
- (c) Overall performance (dashboard) per Municipal Strategic Objectives is provided below.

5. OVERALL PERFORMANCE OF THE MUNICIPALITY

- (a) Dashboard summary per Strategic Objective for the period *01 OCTOBER – 31 DECEMBER 2021*.



	Swellendam Municipality	Responsible Directorate					
		Municipal Manager	Financial Services	Corporate Services	Community Services	Infrastructure Services	[Unspecified]
Not Yet Applicable	19 (35.85%)	6 (85.71%)	4 (18.18%)	5 (71.43%)	4 (100.00%)	-	-
Not Met	4 (7.55%)	-	1 (4.55%)	-	-	3 (23.08%)	-
Almost Met	4 (7.55%)	-	2 (9.09%)	-	-	2 (15.38%)	-
Met	1 (1.89%)	-	-	1 (14.29%)	-	-	-
Well Met	16 (30.19%)	1 (14.29%)	10 (45.45%)	-	-	5 (38.46%)	-
Extremely Well Met	9 (16.98%)	-	5 (22.73%)	1 (14.29%)	-	3 (23.08%)	-
Total:	53	7	22	7	4	13	-
	100%	13.21%	41.51%	13.21%	7.55%	24.53%	-

Graph 1 and Table 2: Overall performance per Strategic Objective 1 October – 31 December 2021



6. ACTUAL PERFORMANCE (QUARTER TWO)

6.1) SO1: To create a capacitated, people-centred institution

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1				Overall (July 2021 – September 2021)			
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL26	Financial Services	Approve an action plan to address all the issues raised in the management letter of the Auditor-General by 31 December 2021	Action plan approved by the MM by 31 December 2021	Approved Action plan	1	0	0	N/A			0	0	N/A
TL27	Financial Services	Spend 90% of the capital budget allocated for the purchase of a new Server by 30 June 2022 [(Amount actually spent on the project/ Amount budgeted for the project)x100]	% of the budget spent by 30 June 2022	Financial system expenditure report	90.00%	20.00%	69.64%	B			20.00%	69.64%	B
TL28	Financial Services	Spend 90% of the capital budget allocated for the purchase of computer equipment by 30 June 2022 [(Amount actually spent on the project/ Amount budgeted for the project)x100]	% of the budget spent by 30 June 2022	Financial system expenditure report	90.00%	20.00%	99.39%	B			20.00%	99.39%	B
TL29	Corporate Services	The number of people from employment equity target groups employed in the three highest levels of management in compliance with the equity plan by 30 June 2022	Number of people employed	Appointment letter	1	0	0	N/A			0	0	N/A
TL30	Corporate Services	The percentage of the municipality's personnel budget actually spent on implementing its workplace skills plan by 30 June 2022 {(Actual amount spent on	% of the personnel budget spent on implementing the workplace skills plan	Report from financial system	0.50%	0.00%	0.00%	N/A			0.00%	0.00%	N/A



Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1				Overall (July 2021 – September 2021)		
						Target	Actual	R	Performance Comment	Target	Actual	R
TL31	Corporate Services	training/total personnel budget)(x100) Limit quarterly vacancy rate to less than 10% of funded posts ((Number of funded posts vacant / number of funded posts) x100)	% quarterly vacancy rate	Excel spreadsheet	10.00%	10.00%	5.82%	B		10.00%	6.87%	B

6.2) SO2: To create a safe and healthy living environment

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1				Overall (July 2021 – September 2021)		
						Target	Actual	R	Performance Comment	Target	Actual	R
TL43	Infrastructure Services	Spend 90% of the capital budget allocated for the upgrade of Barrydale Bulk Water Supply (Phase 2) by 30 June 2022 ((Actual capital expenditure on the project divided by the total approved capital budget for the project)x100)	% of the budget spent by 30 June 2022	SAMRAS Financial system expenditure report	90.00%	10.00%	4.00%	R	[D275] Manager: Water & Sanitation: capital report attached (December 2021)	0.00%	4.00%	R

6.4) SO3: To enhance access to basic services and address maintenance backlogs

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1				Overall (July 2021 – September 2021)		
						Target	Actual	R	Performance Comment	Target	Actual	R
TL7	Financial Services	Number of residential	Number of residential	Billing data on	6 556	6 556	6 353	O	[D124]	6 556	6 353	O



Ref.	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1					Overall (July 2021 – September 2021)			
						Target	Actual	R	Performance Comment	Corrective Measures		Target	Actual	R
TL8	Financial Services	properties that receive piped water that is connected to the municipal water infrastructure network as at 30 June 2022	properties which are billed for water or have pre paid meters as at 30 June 2022	financial system (SAMRAS)	6 598	6 598	7 012	G2	Manager: Income: Updating Performance Unit (December 2021)	Income: Target will be assessed with the findings in the final audit report to reflect a more realistic target (December 2021)	6 598	7 012	G2	
TL9	Financial Services	Number of residential properties connected to the municipal electrical infrastructure network (credit and prepaid electrical metering and excluding Eskom areas) as at 30 June 2022	Number of residential properties which are billed for electricity or have pre paid meters (Excluding Eskom areas) as at 30 June 2022	Billing data on financial system (SAMRAS)	6 568	6 568	6 561	0	[D126] Manager: Income: Reporting changed by Performance Unit (December 2021)	[D126] Manager: Income: Target will be assessed with the findings in the final audit report to reflect a more realistic target (December 2021)	6 568	6 561	0	
TL10	Financial Services	Number of residential properties for which refuse is removed once per week as at 30 June 2022	Number of residential properties which are billed for refuse removal as at 30 June 2022	Billing data on financial system (SAMRAS)	6 200	6 200	6 301	G2			6 200	6 301	G2	
TL11	Financial Services	Provide access of Gkl	Number of registered	Billing data on	2 291	2 291	2 352	G2			2 291	2 352	G2	



Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1						Overall (July 2021 – September 2021)		
						Target	Actual	R	Performance Comment	Corrective Measures	Target		Actual	R
TL12	Financial Services	free basic water to indigent and poor households in terms of the approved indigent policy Provide access of 50kwh free basic electricity to indigent households in terms of the approved indigent policy	indigent and poor households receiving free basic water Number of registered indigent households receiving electricity	financial system (SAMRAS) Billing data on financial system (SAMRAS)	1 967	2 003	G2				1 967	2 003	G2	
TL13	Financial Services	Provide access of 20kwh free basic electricity to poor households in terms of the approved indigent policy	Number of registered poor households receiving or that have access to free basic electricity	Billing data on financial system (SAMRAS)	324	349	G2				324	349	G2	
TL14	Financial Services	Provide free basic sanitation to indigent households in terms of the approved indigent policy	Number of registered indigent households receiving free basic sanitation	Billing data on financial system (SAMRAS)	1 967	2 003	G2				1 967	2 003	G2	
TL15	Financial Services	Provide discounted basic sanitation to poor households in terms of the approved indigent policy (50% discount)	Number of registered poor households receiving discounted basic sanitation	Billing data on financial system (SAMRAS)	324	349	G2				324	349	G2	
TL16	Financial Services	Provide free basic refuse removal to indigent households in terms of the approved indigent policy	Number of registered indigent households receiving free basic refuse removal	Billing data on financial system (SAMRAS)	1 967	2 003	G2				1 967	2 003	G2	
TL17	Financial Services	Provide discounted basic refuse removal to poor households in terms of the approved indigent policy (50% discount)	Number of registered poor households receiving free basic refuse removal	Billing data on financial system (SAMRAS)	324	349	G2				324	349	G2	



Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1				Overall (July 2021 – September 2021)			
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL23	Financial Services	Limit unaccounted for water to less than 25% by 30 June 2022 $\left\{ \frac{\text{Number of Kilolitres Water Purchased or Purified} - \text{Number of Kilolitres Water Sold}}{\text{Number of Kilolitres Water Purchased or Purified}} \times 100 \right\}$	% unaccounted for water by 30 June 2022	Financial system reports	25.00%	25.00%	29.39%	R	[D140] Manager: Budget Reporting & Expenditure: The unaccounted water for the period ending 31 December 2021 was 29.4% (December 2021)	[D140] Manager: Budget Reporting & Expenditure: The excess waterlosses is due to the Buffeljagsrivier backwash. New filters have been installed and a process was put in place to reduce the non revenue water.Zone metering will also be implemented to improve reporting and monitoring (December 2021)	25.00%	29.39%	R
TL24	Financial Services	Limit unaccounted for electricity to less than 12% by 30 June 2022 $\left\{ \frac{\text{Number of Electricity Units Purchased and/or Generated} - \text{Number of Electricity Units Sold}}{\text{Number of Electricity Units Purchased and/or Generated}} \times 100 \right\}$	% unaccounted for electricity by 30 June 2022	Financial system reports	12.00%	12.00%	8.79%	B			12.00%	8.79%	B
TL36	Infrastructure	Spend 90% of the	% of the maintenance	SAMRAS Financial	90.00%	30.00%	79.82%	B			30.00%	79.82%	B



Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Overall (July 2021 – September 2021)								
						Quarter 1			Corrective Measures	Target	Actual	R		
						Target	Actual	R					Performance Comment	
	Services	roads and stormwater maintenance (excluding general vehicles-streets) budget by 30 June 2022 {(Actual expenditure on maintenance divided by the total approved maintenance budget)(x100)}	budget spent	system expenditure report										
TL37	Infrastructure Services	Spend 90% of the electricity maintenance (excluding general vehicles-electricity) budget by 30 June 2022 {(Actual expenditure on maintenance divided by the total approved maintenance budget)(x100)}	% of the maintenance budget spent	SAMRAS Financial system expenditure report	90.00%	30.00%	59.81%	B		30.00%	59.81%	B		
TL38	Infrastructure Services	Spend 90% of the waste water maintenance (excluding general vehicles-sewerage network & general vehicles sewerage administration) budget by 30 June 2022 {(Actual expenditure on maintenance divided by the total approved maintenance budget)(x100)}	% of the maintenance budget spent	SAMRAS Financial system expenditure report	90.00%	30.00%	32.03%	G2		30.00%	32.03%	G2		
TL39	Infrastructure Services	Spend 90% of the water maintenance (excluding general vehicles-water purification, general	% of the maintenance budget spent	SAMRAS Financial system expenditure report	90.00%	30.00%	35.36%	G2		30.00%	35.36%	G2		



Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1					Overall (July 2021 – September 2021)		
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	
TL40	Infrastructure Services	vehicles-irrigation water & vehicle costs-water dams) budget by 30 June 2022 ((Actual expenditure on maintenance divided by the total approved maintenance budget	% of MIG funding received spent	SAMRAS Financial system expenditure report	95.00%	40.00%	43.05%	G2			40.00%	43.05%	G2
TL41	Infrastructure Services	Spend 90% of the capital budget allocated to upgrade the Bulk Water Infrastructure (Phase 2) in Suurbraak by 30 June 2022 ((Actual capital expenditure on the project divided by the total approved capital budget for the project)x100)	% of the budget spent	SAMRAS Financial system expenditure report	90.00%	40.00%	42.63%	G2			40.00%	42.63%	G2
TL42	Infrastructure Services	Spend 90% of the MIG allocation received for the Smitsville upgrade of gravel roads and stormwater infrastructure Phase 1,2 by 30 June 2022 ((Actual expenditure on MIG funding received divided by the total MIG funding received for the	% of the budget spent	SAMRAS Financial system expenditure report	90.00%	40.00%	14.00%	R	[D274] Manager: Streets & Stormwater: MIG project: Smitsville Upgrading of dirt roads and storm water portion 2 of 3 expenditure (December 2021)	[D274] Manager: Streets & Stormwater: Targets needs to rectified/adjusted. Adjustment to KPI target will be done during	40.00%	14.00%	R



Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1				Overall (July 2021 – September 2021)				
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
		project{x100}												
TL44	Infrastructure Services	Spend 90% of the capital budget allocated for energy efficient street lights in Swellendam Municipality by 30 June 2022 ((Actual capital expenditure on the project divided by the total approved capital budget for the project)x100)	% of the budget spent by 30 June 2022	SAMRAS Financial system expenditure report	90.00%	50.00%	44.99%	0	[D276] Manager: Electrical Services: Budget spend 44.99 % (December 2021)	[D276] Manager: Electrical Services: This project progress is dependant on the grant transfers as the full allocation cannot be paid in one transect. Project progress can only be done once funding has been received as no bridgerefunding from own funds are possible. (December 2021)	50.00%	44.99%	0	
TL45	Infrastructure Services	Spend 90% of the capital budget allocated for the upgrade of Raiton Bulk water Pipeline Phase 1,1 by 30 June 2022 ((Actual capital expenditure on the project divided by the total approved capital budget for the project)x100)	% of the budget spent	SAMRAS Financial system expenditure report	90.00%	10.00%	10.10%	G2			10.00%	10.10%	G2	



Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1					Overall (July 2021 – September 2021)		
						Target	Actual	R	Performance Comment	Corrective Measures		Target	Actual
TL46	Infrastructure Services	Spend 90% of the capital budget allocated for the installation of basic services in Panorama Street housing project (Electricity, Water, Streets lights, Sewerage) by 30 June 2022 ((Actual capital expenditure on the project divided by the total approved cap	% of the budget spent	SAMRAS Financial system expenditure report	90.00%	10.00%	0.00%	R		[D278] Project Manager: The munisubstation is the longest lead item and has been delivered already. The payment is in progress in the Financial Department. The installation and commissioning will be finalized at the end of April (December 2021)	10.00%	0.00%	R
TL47	Infrastructure Services	Spend 90% of the capital budget allocated for the rehabilitation of Resiesbaan street by 30 June 2022 ((Actual capital expenditure on the project divided by the total approved capital budget for the project)x100)	% of the budget spent	SAMRAS Financial system expenditure report	90.00%	10.00%	99.65%	B			10.00%	99.65%	B
TL48	Infrastructure Services	95% microbiological quality level achieved for water as per SAMS 241	% microbiological water quality level achieved as per SAMS 241 criteria	DWS IRIS published results accompanied by Excel spreadsheet signed off by Manager: Water and Sanitation	95.00%	95.00%	94.47%	O	[D280] Manager: Water & Sanitation: report attached (December 2021)	[D280] Manager: Water & Sanitation: samples retested after problems was rectified (December 2021)	95.00%	94.47%	O
TL49	Community Services	Spend 50% of the approved capital	% of the budget spent by 30 June 2022	SAMRAS Financial system	50.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A



Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1					Overall (July 2021 – September 2021)		
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
		budget for the building of the new library in Swellendam by 30 June 2022 (multi-year project)		expenditure report									

6.5) SO4: To enhance economic development with focus on both first and second economies

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1					Overall (July 2021 – September 2021)			
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL3	Municipal Manager	Review the Growth and Development Strategy and submit to Council for approval by 30 June 2022	Strategy reviewed and submitted to Council for approval by 30 June 2022	Minutes of Council Meeting	1	0	0	N/A				0	0	N/A
TL34	Corporate Services	Create temporary work opportunities in terms of EPWP by 30 June 2022	Number of temporary work opportunities created	EPWP excel spreadsheet report per project signed-off by the Project Manager and Director Infrastructure	193	48	92	B				96	180	B
TL49	Municipal Manager	Spend 90% of the capital budget allocated for the establishment of the Container Park in	Spend 90% of the capital budget allocated for the establishment of the Container Park in	SAMRAS Financial system expenditure report	90.00%	0.00%	0.00%	N/A				0.00%	0.00%	N/A



		Barrydale by 30 June 2022 ((Actual capital expenditure on the project divided by the total approved capital budget)x100)	Barrydale by 30 June 2022 ((Actual capital expenditure on the project divided by the total approved capital budget)x100)																	
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

6.6) SO5: To improve financial viability and management

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1				Overall (July 2021 – September 2021)											
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R								
TL18	Financial Services	The percentage of the municipality's capital budget actually (excluding budget for purchase of new library) spent by 30 June 2022 {(Amount actually spent on capital projects/ Amount budgeted for capital projects)x100}	% of capital budget (excluding budget for purchase of new library) spent by 30 June 2022	Financial system expenditure report	90.00%	20.00%	38.67%	B			20.00%	38.67%	B								
TL19	Financial Services	The percentage of the municipality's capital budget actually spent by 30 June 2022 [(Amount actually spent on capital projects/ Amount budgeted for capital projects)x100]	% of capital budget spent by 30 June 2022	Financial system expenditure report	90.00%	20.00%	45.62%	B			20.00%	45.62%	B								
TL20	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 + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating	Debt to revenue as at 30 June 2022	Annual Financial Statements	25.30%	0.00%	0.00%	N/A			0.00%	0.00%	N/A								



Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL21	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) x 100)	Service debtors to revenue as at 30 June 2022	Annual Financial Statements	18.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A
TL22	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	Cost coverage as at 30 June 2022	Annual Financial Statements	1.80%	0.00%	0.00%	N/A			0.00%	0.00%	N/A
TL25	Financial Services	Achieve a debtors payment percentage of 95% by 30 June 2022 ((Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue) x 100)	Debtors payment percentage as at 30 June 2022	Annual Financial Statements	95.00%	95.00%	98.29%	G2			95.00%	98.29%	G2

6.7) SO6: To promote good governance and community participation

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Quarter 1				Overall (July 2021 – September 2021)			
						Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL1	Municipal Manager	Compile the Risk Based Audit Plan (RBAP) and submit to the Audit	RBAP submitted to the Audit Committee by 30 June 2022	Minutes of Audit Committee	1	0	0	N/A			0	0	N/A



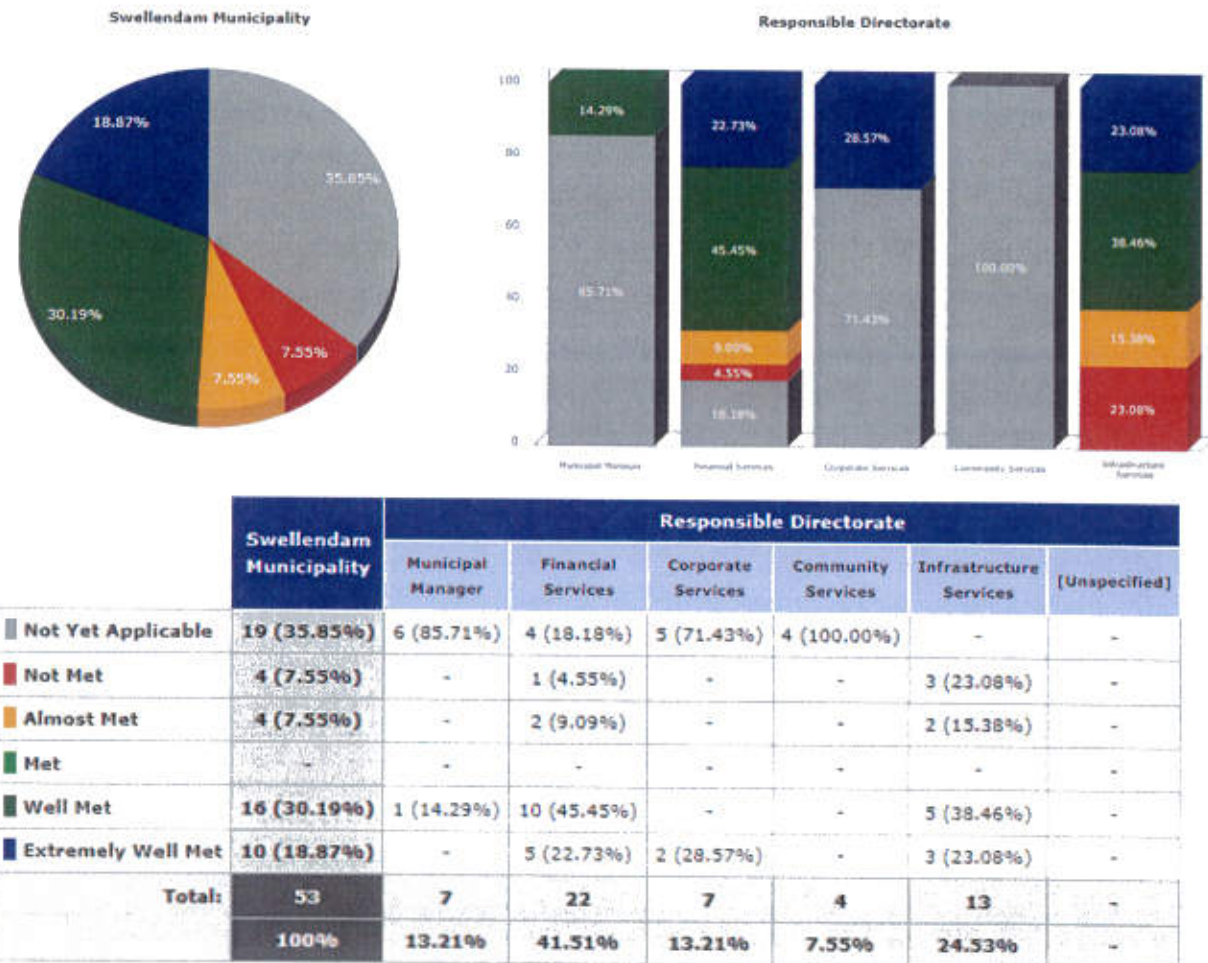
		Committee by 30 June 2022	% of the RBAP implemented by 30 June 2022	Progress report and Minutes of Audit Committee	90.00%	40.00%	50.00%	G2	Source of evidence should change to "RBAP Progress report with the final audit reports issued"	40.00%	50.00%	G2
TL2	Municipal Manager	90% of the RBAP for 2021/22 implemented by 30 June 2022 {(Number of audits and tasks completed for the period /Number of audits and tasks identified in the RBAP) x 100}										
TL4	Municipal Manager	Conduct annual customer care survey by 30 June 2022	Customer care survey conducted by 30 June 2022	Results of the survey conducted	1	0	0	N/A		0	0	N/A
TL5	Municipal Manager	Compile and submit the draft 5th generation IDP for the 2022/23 financial year to Council by 31 March 2022	Draft IDP compiled and submitted to Council	Council minutes	1	0	0	N/A		0	0	N/A
TL6	Municipal Manager	Review the Basic Municipal Services Charter and submit to Council for approval by 31 March 2022	Basic Municipal Services Charter reviewed and submitted to Council for approval	Council minutes	1	0	0	N/A		0	0	N/A
TL32	Corporate Services	Submit the draft Annual Report for 2020/21 in terms of the MFMA to Council by 31 January 2022	Draft report submitted to Council by 31 January 2022	Minutes of Council Meeting	1	0	0	N/A		0	0	N/A
TL33	Corporate Services	Complete the annual risk assessment and submit to the Audit Committee by 30 June 2022	Completed risk assessment submitted to the Audit Committee	Minutes of the Audit Committee Meeting	1	0	0	N/A		0	0	N/A
TL35	Corporate Services	Amend the SDF and submit to Council for consideration by 31 March 2022	SDF amended and submitted to Council for consideration	Minutes of Council Meeting	1	0	0	N/A		0	0	N/A
TL50	Community Services	Review the Disaster Management Plan and submit to Council by 31 March 2022	Disaster Management Plan reviewed and submitted to Council	Council minutes of the reviewed plan	1	0	0	N/A		0	0	N/A
TL51	Community Services	Review the Human Settlements Plan and submit to Council by 31 March 2022	Human Settlements Plan reviewed and submitted to Council	Council minutes of the reviewed plan	1	0	0	N/A		0	0	N/A



TL52	Community Services	March 2022 Develop an Integrated Waste Management Plan and submit to Council by 30 June 2022	Integrated Waste Management Plan developed and submitted to Council	Council Agenda	1	0	0	0	N/A			0	0	N/A
------	--------------------	---	---	----------------	---	---	---	---	-----	--	--	---	---	-----

7. SUMMARY OF OVERALL PERFORMANCE (JULY 2021 – DECEMBER 2021)

7.1 An Overall Total of 53 Key Performance Indications (KPI's) are listed on the Top Layer SDBIP 2021/2022, 19 KPI's were not measured, 4 KPI's was not met, 4 KPI's was almost met, 0 KPI's were met, 16 KPI's well met and 10 KPI's was extremely well met.



Graph 2 and Table 3: Overall performance per Strategic Objective 1 July 2021 – 31 December 2021

ANTON GROENEWALD
MUNICIPAL MANAGER

Date: 21.1.2022