



QUARTERLY PERFORMANCE REPORT: 1 APRIL 2016 TO 30 JUNE 2016

REPORT BY THE MANAGER STRATEGIC SERVICES

1 PURPOSE

The purpose of this report is to present the quarterly performance report of the Municipality for the fourth quarter of the financial year. (1 April 2016 to 30 June 2016).

2 LEGAL FRAMEWORK

This Performance Report is submitted in compliance with MFMA Circular 13 which requires the Municipality to report quarterly on its Service Delivery Budget Implementation Plan (SDBIP).

This report must be read in conjunction with the Quarterly Budget Report which is submitted to Council in terms of Section 52(d) of the Municipal Finance Management Act, Act 56 of 2003, which requires the Mayor to within 30 days of the end of each quarter; submit a report to Council on the implementation of the budget and the financial state of affairs of the Municipality.

3 DISCUSSION

The Performance Management System is an internet based system that uses the approved Service Delivery Budget Implementation Plan (SDBIP) as its basis. The SDBIP is a layered plan comprising a Top Layer SDBIP and Departmental SDBIPs. The SDBIP comprises quarterly high level non-financial service delivery targets as well as financial projections for revenue collection (cash flow) as well as operational and capital expenditure.

It must be noted that all figures contained in this report are provisional and may change pending the finalisation of the Annual Financial Statements. Revisions arising from this will be contained in the final performance report for the year which will also be available at the end of August 2016.

The following table provides an overview of the performance per strategic objective.

	Cape Agulhas Municipality	Strategic Objective						
		Development and regular maintenance of bulk infrastructure such as roads, storm water networks, potable water networks, waste water treatment plants, land and integrated human settlements	Establishing a functional municipality that can deliver on the IDP priorities, implement policies that will facilitate transformation, effective staff structure, general management practices and training	Promote service excellence and a corruption free environment	Provision of quality basic services such as water, electricity, refuse removal and sanitation	To facilitate economic development by creating a conducive environment for business development and unlock opportunities to increase participation amongst all sectors of society in the mainstream economy to ultimately create decent job opportunities	To facilitate the holistic development of people, expand the safety net for vulnerable groups and implement sustainable programmes to improve their livelihoods	To implement sound financial management systems and procedures that will ensure the financial viability of Cape Agulhas Municipality
■ KPI Not Met	7 (12.5%)	1 (5%)	2 (28.6%)	-	-	-	1 (9.1%)	3 (42.9%)
■ KPI Almost Met	8 (14.3%)	5 (25%)	1 (14.3%)	-	1 (14.3%)	-	-	1 (14.3%)
■ KPI Met	14 (25%)	6 (30%)	1 (14.3%)	1 (50%)	1 (14.3%)	1 (50%)	3 (27.3%)	1 (14.3%)
■ KPI Well Met	23 (41.1%)	8 (40%)	2 (28.6%)	1 (50%)	3 (42.9%)	1 (50%)	7 (63.6%)	1 (14.3%)
■ KPI Extremely Well Met	4 (7.1%)	-	1 (14.3%)	-	2 (28.6%)	-	-	1 (14.3%)
Total:	56	20	7	2	7	2	11	7

5 DETAILED PERFORMANCE REVIEW PER STRATEGIC OBJECTIVE

The following tables provide a detailed performance review per strategic objective for the quarter (1 April 2016 to 30 June 2016). Each table is followed by a summary. The tables show the performance of the Municipality for the 4th quarter as well as the overall performance for the year.

2.1 DEVELOPMENT AND REGULAR MAINTENANCE OF BULK INFRASTRUCTURE SUCH AS ROADS, STORM WATER NETWORKS, POTABLE WATER NETWORKS, WASTE WATER TREATMENT PLANTS, LAND AND INTEGRATED HUMAN SETTLEMENTS

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL23	Technical Services	Reseal of roads within the municipal area as per PMS 2009 30 June 2016	Number of square metres resealed by 30 June 2016	Completion certificates	36	36	36	52,6	G2	52.6 Square metres resealed.	None required.	36	52,6	G2
TL24	Technical Services	95% of the roads and storm water maintenance budget spent by 30 June 2016 {(Actual expenditure divided by the total approved maintenance budget) x 100}	% of roads and storm water maintenance budget spent {(Actual expenditure divided by the total approved maintenance budget) x 100}	Expenditure report from SAMRAS	95%	95%	95%	95%	G	95% of the roads and storm water maintenance budget spent. R 1 877 016, 84 of R 1 968 800, 00 spent.	None required.	95%	95%	G

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL25	Technical Services	95% of the roads and storm water capital budget spent by 30 June 2016 {{Actual expenditure divided by the total approved capital budget) x 100}	% of roads and storm water capital budget spent {{Actual expenditure divided by the total approved capital budget) x 100}	Expenditure report from SAMRAS	95%	95%	95%	84.30%	O	84.3% of the roads and storm water capital budget spent.	The figure is provisional and will be finalised in the final performance report for the year.	95%	84.30%	O
TL26	Technical Services	Tar streets in Nuwerus by the 30 June 2016 {{Actual expenditure divided by the total approved budget) x 100}	% of approved budget spent {{Actual expenditure divided by the total approved budget) x 100}	Completion Certificate	95%	95%	95%	99.90%	G2	Project completed. 99, 9% of budget spent. R 736 083 of R736 842 spent.	None required.	95%	99.90%	G2
TL27	Technical Services	Tar RDP streets in Arniston {{Actual expenditure divided by the total approved budget) x 100}	% of approved budget spent {{Actual expenditure divided by the total approved budget) x 100}	Completion Certificates	95%	95%	95%	100.10 %	G2	Project completed. Full budget spent. R 438 830, 17 of R 438 596, 00 spent.	None required.	95%	100.10%	G2

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL28	Technical Services	Tar RDP streets in Bredasdorp {(Actual expenditure divided by the total approved budget) x 100}	% of approved budget spent {(Actual expenditure divided by the total approved budget) x 100}	Completion Certificates	95%	95%	95%	97%	G2	Project complete. 97.0% of budget spent - R 426 686, 00 of R 439 815, 00 spent.	None required.	95%	100%	G2
TL29	Technical Services	Tar Smartie Town streets in Napier (Lelie Street, Angelier Street & Wes Streets) {(Actual expenditure divided by the total approved budget) x 100}	% of approved budget spent {(Actual expenditure divided by the total approved budget) x 100}	Expenditure report from SAMRAS	1%	95%	95%	99.80%	G2	Project completed. 99, 8% of budget spent. R 425 727 of R426 477 spent.	None required.	95%	99.80%	G2
TL30	Technical Services	95% of the refuse removal maintenance budget spent by 30 June 2016 {(Actual expenditure divided by the total approved maintenance budget) x 100}	% of refuse removal maintenance budget spent by 30 June 2016 {(Actual expenditure divided by the total approved maintenance budget) x 100}	Expenditure report from SAMRAS	95%	95%	95%	95.50%	G2	None required, all essential maintenance done.	None required, all essential maintenance done.	95%	95.50%	G2

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL31	Technical Services	95% of the approved refuse removal capital budget spent by 30 June 2016 {(Actual expenditure divided by the total approved capital budget) x 100}	% of refuse removal capital budget spent by 30 June 2016 (Actual expenditure divided by the total approved capital budget) x 100}	Expenditure report from SAMRAS	95%	95%	95%	81.50%	○	Budget was R260 000, 00 and 211 843, 01 was spent. Two projects were budgeted for namely refuse containers and the fencing of the landfill site. Both projects were completed.	None required as projects were completed within budget thereby generating a saving. The figure is provisional and will be finalised in the final performance report for the year.	95%	81.90%	○
TL32	Technical Services	95% of the approved water maintenance budget spent by 30 June 2016 {(Actual amount spent on maintenance of water assets/Total amount budgeted for maintenance of water assets)x100}	% of water maintenance budget spent by 30 June 2016 {(Actual amount spent on maintenance of water assets/Total amount budgeted for maintenance of water assets)x100}	Expenditure report from SAMRAS	95%	95%	95%	94.23%	○	94.23% of water maintenance budget spent. R 2 281 380, 50 of R2 418 000, 00 spent.	Continue with manual dosage and pump stations to be addressed over next two financial years.	95%	94.23%	○

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL33	Technical Services	95% of the approved water capital budget spent by 30 June 2016 {(Actual expenditure divided by the total approved capital budget) x 100}	% of water capital budget spent by 30 June 2016 {(Actual expenditure divided by the total approved capital budget) x 100}	Expenditure report from SAMRAS	95%	95%	95%	57%	R	57% of the water capital budget spent. R317 714, 41 of R560 260, 00 spent. The alum dosage conversion could not be done due to insufficient funds and the electric panels at the pump stations could not be done due to the high risk of theft.	Continue with manual dosage and pump stations to be addressed over next two financial years.	95%	64.40%	R
TL34	Technical Services	95% of the waste water capital budget spent by 30 June 2016 {(Actual expenditure divided by the total approved capital budget) x 100}	% of water capital budget spent by 30 June 2016 {(Actual expenditure divided by the total approved capital budget) x 100}	Expenditure report from SAMRAS	95%	95%	95%	103%	G2	103% of the sewer capital budget spent. R 3 283 632, 00 of R 3200 103, 00 spent.	None required	95%	103%	G2

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL35	Technical Services	95% of the approved waste water maintenance budget spent by 30 June 2016 {(Actual amount spent on maintenance of water assets/Total amount budgeted for maintenance of waste water)x100}	% of waste water maintenance budget spent by 30 June 2016 {(Actual amount spent on maintenance of water assets/Total amount budgeted for maintenance of waste water)x100}	Expenditure report from SAMRAS	95%	95%	95%	93.84%	O	94, 35% of the waste water maintenance budget spent. R 797 112,26 of R 849 500,00 spent	None required, all essential maintenance done.	95%	93.84%	O
TL37	Technical Services	Upgrade of Ou Meule sewerage pump station by end of June 2016	Project completed by 30 June 2016	Completion certificate	1	1	1	1	G	Pump station upgraded, project completed. R1 701 190, 26 of R1 200 000 spent.	None required.	1	1	G
TL38	Technical Services	Complete the Struisbaai-Noord sewerage pump station by 30 June 2016	Project completed by 30 June 2016	Completion certificate	1	1	1	1	G	Project completed at a cost of R1 399 344,46	None required.	1	1	G

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL39	Technical Services	Complete the Struisbaai-Noord storm water system by 30 June 2016	Project completed by 30 June 2016	Completion certificate	1	1	1	1	G	Project completed.	None required.	1	1	G
TL42	Technical Services	Fence the dumping site in Bredasdorp {(Actual expenditure divided by the total approved budget) x 100}	% of approved budget spent {(Actual expenditure divided by the total approved budget) x 100}	Completion certificate	100%	95%	95%	80.20%	O	Project completed. R160 000, 00 of R 200 000, 00 completed.	None required as projects were completed within budget thereby generating a saving.	95%	80.20%	O
TL43	Technical Services	Purchase a sewer truck by 31 March 2016	Sewer truck purchased by 31 March 2016	Registration paper	1	1	0	0	N/A	Truck delivered on 22/12/2015.	None required.	1	1	G

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL47	Community services	Review the Human Settlement Plan and submit to Council by 30 May 2016	Human Settlement Plan reviewed and submitted to Council by 30 May 2016	Minutes of Council Meeting	1	1	1	1	G	The Human Settlement Plan Review was approved by council on 31 May 2016 (Resolution 114 / 2016)	None required.	1	1	G
TL52	Community services	Construct bathrooms for scheme housing by 30 March 2016 {(Actual expenditure divided by the total approved budget) x 100}	% of approved budget spent {(Actual expenditure divided by the total approved budget) x 100}	Expenditure report from SAMRAS	90%	90%	90%	99%	G2	3 bathrooms have been built and 99% of the budget spent. (R129000.00 of R130000,00)	None required.	90%	100%	G2

Summary of Results: Development and regular maintenance of bulk infrastructure such as roads, storm water networks, potable water networks, waste water treatment plants, land and integrated human settlements	
KPI Not Yet Measured	0
KPI Not Met	1
KPI Almost Met	5
KPI Met	6
KPI Well Met	8
KPI Extremely Well Met	0
Total KPIs	20

2.2 ESTABLISHING A FUNCTIONAL MUNICIPALITY THAT CAN DELIVER ON THE IDP PRIORITIES, IMPLEMENT POLICIES THAT WILL FACILITATE TRANSFORMATION, EFFECTIVE STAFF STRUCTURE, GENERAL MANAGEMENT PRACTICES AND TRAINING

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL10	Corporate Services	Number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	Number of people employed in the three highest levels of management	Letter of appointment	1	1	1	0	R	There was only one vacancy and the only suitable candidate was a coloured male, who was appointed. Coloured males are not an equity target in terms of the plan, but are a designated group in terms of the Act	A concerted effort is made to ensure that candidates from target groups are included on the shortlist and interviewed.	1	0	R
TL11	Corporate Services	The percentage of the municipality's operational budget actually spent on implementing its workplace skills plan by 30 June 2016 {(Actual amount spent on	(Actual amount spent on training/total operational budget)x100	Expenditure report from SAMRAS	0.50%	0.50%	0.50%	0.46%	O	Total operating budget R 247 709 132. 27 Total spent on training 1,141,162.76 (R52, 314.44 + R1,088,848.32) 0.461%	All planned skills training was done. We received funding from the SETA to provide OHS, plumbing, roads construction, client services and computer training and made use of this funding source as opposed to	0.50%	0.46%	O

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
		training/total operational budget)x100}									our internal funds.			
TL46	Corporate Services	Implement a biometric access control system in the municipal buildings by 30 June 2016 {{Actual expenditure divided by the total approved budget) x 100}	% of approved budget spent {{Actual expenditure divided by the total approved budget) x 100}	Expenditure report from SAMRAS	90%	90%	90%	98.60%	G2	Time and attendance and access control system phase 1 completed. R 91666.67 of R 93000.00 spent.	None required.	90%	98.60%	G2
TL53	Corporate Services	Limit vacancy rate to less than 10% of budgeted post by 30 June 2016 {{Number of funded posts vacant / total number of funded posts)x100}	% Vacancy rate by 30 June 2016 {{Number of funded posts vacant / total number of funded posts)x100}	Report from HR system	10%	10%	10%	4.40%	B	Vacancy rate as at end of June 2016 is 4, 4%. There are 362 approved positions of which 342 are filled.	None required.	10%	4.40%	B
TL54	Corporate Services	Implement the individual performance and Incentive policy in respect of mid-year evaluations of	% of personnel for whom individual PMS and Incentive policy was implemented in respect of	Minutes of Council Meeting	1%	100%	0%	0%	N/A	Process will be monitored. Training will be provided to Managers to ensure improved implementation	Process will be monitored. Training will be provided to Managers to ensure improved implementation	100%	72.30%	R

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance			
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
		all personnel by 30 March 2016	mid-year evaluations by 30 March 2016								of the individual performance management process.	of the individual performance management process. A KPI has also been included on all Directors and Managers SDBIP's to ensure they take ownership of the evaluation process.			
TL55	Corporate Services	Compile ICT governance policies according to phase 1 of the Municipal Corporate Governance of ICT Policy and submit to Council by 30 June 2016	Number of policies submitted to Council by 30 June 2016	Minutes of Council Meeting	5	5	5	6	G2	User access Management Policy approved 29 September 2015 (Resolution 230/2015) Cell phone Policy 29 September 2015 (Resolution 230/2015) ICT Service Level Agreement Management Policy approved 31 March 2016 (Resolution 46/2016) ICT Service Level Agreement Management Policy approved	None required.	5	6	G2	

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
											31 March 2016 (Resolution 46/2016) ICT Operating System Security Controls Policy approved 31 May 2016 (Resolution 10/2016) Data Backup and recovery policy approved 31 May 2016 (Resolution 10/2016)			
TL56	Corporate Services	Development of a HR Strategy	HR Strategy submitted to Council by 30 June 2016	Council minutes	1	0	1	1	G	Submitted to Council on 23 February 2016 (Resolution 13 / 2016)	None required	1	1	G

Summary of Results: Establishing a functional municipality that can deliver on the IDP priorities, implement policies that will facilitate transformation, effective staff structure, general management practices and training	
KPI Not Yet Measured	0
KPI Not Met	2
KPI Almost Met	1
KPI Met	1
KPI Well Met	2
KPI Extremely Well Met	1
Total KPIs	7

2.3 PROMOTE SERVICE EXCELLENCE AND A CORRUPTION FREE ENVIRONMENT

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL19	Municipal Manager	Implement the RBAP for 2015/16 by 30 June 2016 {(Number of audits and tasks completed for the period/ Number of audits and tasks identified in the RBAP)x100}	% of audits and tasks completed in terms of the RBAP {(Number of audits and tasks completed for the period/ Number of audits and tasks identified in the RBAP)x100}	Audit plan progress reports submitted to Audit Committee and the Audit plan schedule of calculation	80%	80%	80%	88.70 %	G2	88.7% of the Risk Based Audit Plan was completed for the 2015/16 financial year.	None required	80%	88.70%	G2
TL20	Municipal Manager	Develop a Communication Strategy with an implementation plan and submit to Council by 31 March 2016	Communication Strategy with implementation plan developed and submitted to Council by 31 March 2016	Minutes of Council	1	1	0	1	B	Communication Strategy approved by Council on 28 June 2016 (Resolution 153 / 2016)	None required	1	1	G

Summary of Results: Promote service excellence and a corruption free environment		
KPI Not Yet Measured		0
KPI Not Met		0
KPI Almost Met		0
KPI Met		1
KPI Well Met		1
KPI Extremely Well Met		0
Total KPIs		2

2.4 PROVISION OF QUALITY BASIC SERVICES SUCH AS WATER, ELECTRICITY, REFUSE REMOVAL AND SANITATION

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL15	Electro Mechanical Services	Limit unaccounted for electricity to less than 12% by 30 June 2016 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Sold (incl Free basic electricity) / Number of Electricity Units Purchased and/or Generated } × 100}	% unaccounted electricity by 30 June 2016 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or Generated} × 100}	Record of calculated loss and financial statements for final annual report figure	12%	12%	12%	7.07%	B	Actual losses as at 30 June 2016: 7.07% for the year.	None required.	12%	7.07%	B

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL16	Electro Mechanical Services	95% of the electricity maintenance budget spent by 30 June 2016 {(Actual expenditure divided by the total approved maintenance budget) x 100}	% of electricity maintenance budget spent by 30 June 2016 {(Actual expenditure divided by the total approved maintenance budget) x 100}	Report from financial system and Financial statements	95%	95%	95%	96.28%	G2	96.28% of the electricity maintenance budget spent. (R698221.14 spent from budget of R725210.00).	None required.	95%	96.28%	G2
TL17	Electro Mechanical Services	95% of the electricity capital budget spent by 30 June 2016 {(Actual expenditure divided by the total approved capital budget) x 100} as per individual project plans	% of electricity capital budget spent by 30 June 2016 {(Actual expenditure divided by the total approved capital budget) x 100} as per individual project plans	Report from financial system and Financial statements	95%	95%	95%	100.19%	G2	Overspent slightly due to system anomalies with part invoice payment on new substation. R 4 050 525, 85 of the R 4 042 783, 00 budget spent.	None required.	95%	100.19 %	G2

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL18	Electro Mechanical Services	Upgrade the MV electricity overheadlines from P&B Limeworks substation to substation 5 by 30 June 2016 to supply 900 houses behind Liefdesnesie with electricity	Project completed by 30 June 2016	Report from financial system and Financial statements	1	1	1	1	G	Project completed and budget fully spent.	None required.	1	1	G
TL36	Technical Services	60% waste water discharge quality obtained as per SANS 242 parameters	% water quality of waste water discharge obtained	Lab results received	60%	60%	60%	50%	O	50% Compliance due to mechanical failure.	Plant to be upgraded and provision made on the 2016/17 budget.	60%	50%	O
TL40	Technical Services	Limit unaccounted for water to less than 22% by 30 June 2016 {(Number of	% unaccounted water by 30 June 2016 {(Number of Kilolitres Water Purchased or Purified -	Financial statements	22%	22%	22%	20.53%	B	Water losses as at 30 June 2016 were 20.53%.	None required.	22%	20.53%	B

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
		Kilolitres Water Purchased or Purified - Number of Kilolitres Water Sold (incl free basic water) / Number of Kilolitres Water Purchased or Purified × 100}	Number of Kilolitres Water Sold (including Free basic water) / Number of Kilolitres Water Purchased or Purified × 100}											
TL41	Technical Services	95% water quality level obtained as per SANS 241 physical and micro parameters	% water quality level obtained	Lab results received	95%	95%	95%	99.90%	G2	9.9 % Compliance with SANS241	None required.	95%	99.90%	G2

Summary of Results: Provision of quality basic services such as water, electricity, refuse removal and sanitation	
KPI Not Yet Measured	0
KPI Not Met	0
KPI Almost Met	1
KPI Met	1

	KPI Well Met	3
	KPI Extremely Well Met	2
	Total KPIs	7

2.5 TO FACILITATE ECONOMIC DEVELOPMENT BY CREATING A CONDUCTIVE ENVIRONMENT FOR BUSINESS DEVELOPMENT AND UNLOCK OPPORTUNITIES TO INCREASE PARTICIPATION AMONGST ALL SECTORS OF SOCIETY IN THE MAINSTREAM ECONOMY TO ULTIMATELY CREATE DECENT JOB OPPORTUNITIES

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL9	Municipal Manager	Create FTE's through government expenditure with the EPWP by 30 June 2016	Number of FTE's created by 30 June 2016	Temporary employment contracts signed	50	40	40	46	G2	174 Work opportunities and 46 full time equivalents created. (Figures based on Provincial Financial year - will be amended in final performance report)	None required	40	46	G2
TL22	Municipal Manager	Review the LED strategy with an implementation plan and submit to Council by 30 June 2016	LED strategy reviewed with an implementation plan and submitted to Council by 30 June 2016	Minutes of Council	1	1	1	1	G	LED Strategy Review approved on 28 June 2016. (Resolution 136 / 2016)	None required	1	1	G

	Summary of Results: To facilitate economic development by creating a conducive environment for business development and unlock opportunities to increase participation amongst all sectors of society in the mainstream economy to ultimately create decent job opportunities	
	KPI Not Yet Measured	0
	KPI Not Met	0
	KPI Almost Met	0
	KPI Met	1
	KPI Well Met	1
	KPI Extremely Well Met	0
	Total KPIs	2

2.6 TO FACILITATE THE HOLISTIC DEVELOPMENT OF PEOPLE, EXPAND THE SAFETY NET FOR VULNERABLE GROUPS AND IMPLEMENT SUSTAINABLE PROGRAMMES TO IMPROVE THEIR LIVELIHOODS

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL1	Financial Services	Number of formal residential properties that receive piped water that is connected to the municipal water infrastructure network and is billed as at 30 June 2016	Number of formal residential properties which are billed for water or have pre-paid meters as at 30 June 2016	Billing data on financial system	8,813	8,513	8,513	8,601	G2	8601 formal residential properties that receive piped water that is connected to the municipal water infrastructure network.	None required.	8,513	8,601	G2
TL2	Financial Services	Number of formal residential properties connected to the municipal electrical infrastructure network billed and prepaid electrical metering)(Excluding Eskom areas) at 30 June 2016	Number of formal residential properties which are billed for electricity or have pre-paid meters (Excluding Eskom areas) at 30 June 2016	Billing data on financial system	8,349	8,600	8,600	8,872	G2	8872 formal residential properties which are billed for electricity or have pre-paid meters (Excluding Eskom areas).	None required.	R 8,600	8,872	G2
TL3	Financial Services	Number of formal residential properties connected to the municipal waste water sanitation/sewera ge network for sewerage service,	Number of formal residential properties which are billed for sewerage excluding septic tanks as at 30 June 2016	Billing data on financial system	5,884	5,884	5,884	5,957	G2	5957 formal residential properties connected to the municipal waste water sanitation/sewera ge network for	None required.	5,884	5,957	G2

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
		irrespective of the number of water closets (toilets) at 30 June 2016									sewerage service.			
TL4	Financial Services	Number of formal residential properties for which refuse is removed once per week at 30 June 2016	Number of formal residential properties which are billed for refuse removal at 30 June 2016	Billing data on financial system	8,813	9,068	9,068	9,551	G2	9551 formal residential properties receive weekly refuse removal.	None required.	9,068	9,551	G2
TL5	Financial Services	Provide 6kl free basic water per month to all households	Number of HH receiving free basic water	Billing data on financial system	8,813	8,513	8,513	8,601	G2	8601 households receiving 6kl free basic water per month.	None required.	8,513	8,601	G2
TL6	Financial Services	Provide 50kwh free basic electricity per month per indigent household in terms of the equitable share requirements	Number of indigent HH receiving free basic electricity	Billing data on financial system	3,393	3,431	3,431	3,457	G2	3457 Households receiving free basic electricity.	None required.	3,431	3,457	G2
TL7	Financial Services	Provide free basic sanitation and refuse to indigent households in terms of the equitable share requirements	Number of indigent HH receiving free basic sanitation and refuse in terms of Councils indigent policy	Billing data on financial system	3,393	3,431	3,431	3,457	G2	3457 Indigent HH receiving free basic sanitation and refuse in terms of Councils indigent policy.	None required.	3,431	3,457	G2
TL48	Technical Services	Construct the Thusong Centre (phase 2) by 30 June 2016	Thusong Centre (phase 2) completed by 30 June 2016	Completion certificate	1	1	1	1	G	Project completed.	None required.	1	1	G

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL49	Community services	Construct Phase 2 of the establishment of the Zwelitsha soccer grounds by 30 June 2016	Phase 2 of the establishment of the Zwelitsha soccer grounds completed by 30 June 2016	Completion certificate s/Final payment documents	1	1	1	1	G	Project completed.	None required.	1	1	G
TL50	Community services	Upgrade ablution facilities at old Nostra site as per phase 1 by 30 March 2016	Phase 1 of the ablution facilities at old Nostra completed by 30 March 2016	Completion certificate s/Final payment documents	1	1	0	0	N/A	Project completed.	None required.	1	1	G
TL51	Community services	Compile a community profile of the Cape Agulhas area and submit to council by 30 June 2016	Community profile of the Cape Agulhas area compiled and submitted to council by 30 June 2016	Minutes of council approving profile	1	1	1	0	R	A draft Community Profile was compiled but referred back to ascertain whether there are additional data sources that could be consulted to make the profile more useful.	Review the necessity of this KPI on the 2016/17 SDBIP due to information from current data sources already being contained in other strategic documents of the Municipality.	1	0	R

	Summary of Results: To facilitate the holistic development of people, expand the safety net for vulnerable groups and implement sustainable programmes to improve their livelihoods	
	KPI Not Yet Measured	0
	KPI Not Met	1
	KPI Almost Met	0
	KPI Met	3
	KPI Well Met	7
	KPI Extremely Well Met	0
	Total KPIs	11

2.7 TO IMPLEMENT SOUND FINANCIAL MANAGEMENT SYSTEMS & PROCEDURES THAT WILL ENSURE THE FINANCIAL VIABILITY OF CAPE AGULHAS MUNICIPALITY

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL8	Financial Services	The percentage of the municipality's capital budget actually spent on capital projects by 30 June 2016	% of the municipal capital budget spent by 30 June 2016 {(Actual amount spent on projects /Total amount budgeted for capital projects)X100}	Financial Statements	95%	95%	95%	94.13%	O	Provisional figure which excludes any provision for sundry creditors and / or adjustments as at year end.	Actual to be reviewed on finalisation of the Annual Financial Statements.	95%	94.13%	O
TL12	Financial Services	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations at 30 June 2016 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	Debt to Revenue at 30 June 2016 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	Financial Statements	70%	70%	70%	0.01%	B	Provisional figure - new external loans not included.	Actual to be reviewed on finalisation of the Annual Financial Statements.	70%	0.01%	B

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
		Revenue - Operating Conditional Grant)												
TL13	Financial Services	Financial viability measured in terms of the outstanding service debtors at 30 June 2016 (Total outstanding service debtors/ revenue received for services)	Service debtors to revenue at 30 June 2016 – (Total outstanding service debtors/ revenue received for services)	Financial Statements	10%	10%	10%	12.10%	R	Provisional figure which is still subject to change.	Actual to be reviewed on finalisation of the Annual Financial Statements.	10%	12.10%	R
TL14	Financial Services	Financial viability measured in terms of the available cash to cover fixed operating expenditure at 30 June 2016 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts,	Cost coverage at 30 June 2016 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts,	Financial Statements	1.50	1.50	1.50	0.71	R	Actual to be reviewed on finalisation of the Annual Financial Statements.	Actual to be reviewed on finalisation of the Annual Financial Statements.	1.50	0.71	R

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
		Monthly Fixed Operational Expenditure excluding (Depreciation , Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Impairment and Loss on Disposal of Assets))											
TL21	Municipal Manager	Finalise the Long-term viability strategy and submit Council by 30 December 2016	Long-term viability strategy completed and submitted to Council by 30 December 2016	Minutes of Council	1	1	0	0	N/A	The development of financial strategies was done as part of the Mayors Strategic Planning Session on 29 and 30 October 2015. The report on the Mayors Strategic Session was approved by Council on 8 December 2015.	None required.	1	1	G

Ref	Directorate	KPI	Unit of Measurement	Source of Evidence	Annual Target	Revised Target	Jun-16					Overall Performance		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL44	Financial Services	Achieve a debtors payment percentage of at least 98% by 30 June 2016	% debtors payment ratio achieved {(Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue} x 100}	Records of calculation and Annual Financial Statements for final annual report figure	98%	98%	98%	103.94 %	G2	The debtors payment rate is 103% for Quarter 4. Provisional figure which is still subject to change.	Actual to be reviewed on finalisation of the Annual Financial Statements.	98%	103.94 %	G2
TL45	Financial Services	Compile the Revenue enhancement project plan (phase 1) and submit to council by 30 June 2016	Revenue enhancement project plan (phase 1) completed and submitted to council by 30 June 2016	Project plan (phase 1) completion report	1	1	1	0	R	Consultants appointed and the project is still in progress. The appointment of the consultant was subject to the receipt of grant funding which was only received the end of March 2016.	Estimated dated of completion is towards the end of August 2016 in terms of the project plan.	1	0	R

Summary of Results: To implement sound financial management systems & procedures that will ensure the financial viability of Cape Agulhas Municipality

	KPI Not Yet Measured	0
	KPI Not Met	3
	KPI Almost Met	1
	KPI Met	1
	KPI Well Met	1
	KPI Extremely Well Met	1
	Total KPIs	7

6 RECOMMENDATION

- 6.1 That the quarterly performance report for quarter 4 (1 April 2016 to 30 June 2016) be noted.
- 6.2 That this report be read in conjunction with the Quarterly Budget Report which is submitted to Council in terms of Section 52(d) of the Municipal Finance Management Act, Act 56 of 2003.
- 6.3 That It be noted that all figures contained in this report are provisional and may change pending the finalization of the Annual Financial Statements at the end of August 2016.

