

**9.
SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
THIRD QUARTERLY REPORT: JANUARY- MARCH 2017**

9/1/2/5

R Louw

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Hermanus Administration

28 March 2017

1. Executive Summary

The purpose of this report is to provide an executive summary of service delivery performance in terms of the top level SDBIP for the third quarter, 2 January 2017 to 31 March 2017.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Management Services
Strategic Services

3. Compliance with Strategic Priorities

Provision and maintenance of municipal services
Provision of democratic, accountable and ethical governance
Creation and maintenance of a safe and healthy environment
Encouragement of structured community participation in the matters of the municipality
Promotion of tourism, economic and social development

4. Delegated Authority

None

5. Legal Requirements

Section 52(d) of the Local Government: Municipal Finance Management Act, 2003 (MFMA) (Act 56 of 2003)

6. Background/Discussion/Evaluation/Conclusion







Monthly updates of the actual performance are calculated by the calculation types on the system:

Code	Calculation Type	Explanation
CO	Carry Over	Targets & Actuals carry over from one period to the next (% of project complete). The highest available Target and Actual is used to calculate the Overall Performance for the period.
ACC	Accumulative	The system sums the Targets and Actuals in order to calculate the Overall Performance for the period.
STD	Stand-alone	The system averages the Targets and Actuals over the number of targets greater than 0 in order to calculate the Overall Performance for the period.
ZERO	Zero %	Actuals must be less than or equal to the Target and the Targets are 0. The system sums the Targets and Actuals in order to calculate the Overall Performance for the period.
NA	NA	No calculation is done.
REV	Reverse Stand-alone	Actuals must be less than or equal to the Target and the Target is greater than 0. The system averages the Targets and Actuals over the number of targets greater than 0 in order to calculate the Overall Performance for the period.

The dashboard (pie chart) is influenced and generated based on the progressive performance (year to date result) of all the KPI's (key performance indicators) and the calculation type of each KPI.

The KPI result categories are indicated on the dashboard (pie chart) as:

KPI Result Categories

Category	Color	Explanation
KPI's Not Yet Measured	 N/A	KPIs with no targets or actuals in the selected period.
KPI's Not Met	 R	0% >= Actual/Target < 75%
KPI's Almost Met	 O	75% >= Actual/Target < 100%
KPI's Met	 G	Actual/Target = 100%
KPI's Well Met	 G2	100% > Actual/Target < 150%
KPI's Extremely Well Met	 B	Actual/Target >= 150%

7. Financial Implications

Source of Funding - Operating Budget Provisions

Unique Key	:
Cost Account	:
Item Description	:
Budget Provision 2016/17	: R
Spent to Date/Committed	: R
Balance Available	: R
Funds Required *This report)	: R

Printing costs provided in the 2016/17 operating budget of Strategic Services.

8. Staff Implications

Report is compiled in-house by the relevant officials.

9. Comments from other Departments, Divisions and Administrations

The content of the annexures reflect the inputs of the relevant affected staff.

10. Annexures

Annexure A: Total organisational performance graphs for current and previous quarter (January- March 2017 and October – December 2016)

Annexure B: Performance Graphs per Directorate: January- March 2017

Annexure C: Top Level SDBIP report: January-March 2017

Annexure D: Comments with regard to KPI's not met: January-March 2017

Annexure E: Progress on KPI's not met in previous quarter

(Already distributed under separate cover)

RECOMMENDATION TO THE COUNCIL:

that the content of the report for the third quarter of the 2016/17 financial year on the top level Service Delivery and Budget Implementation Plan **be noted**.

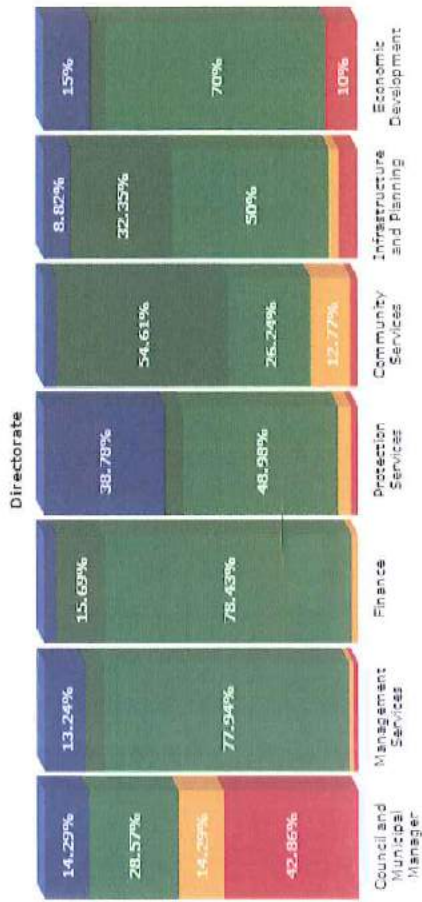
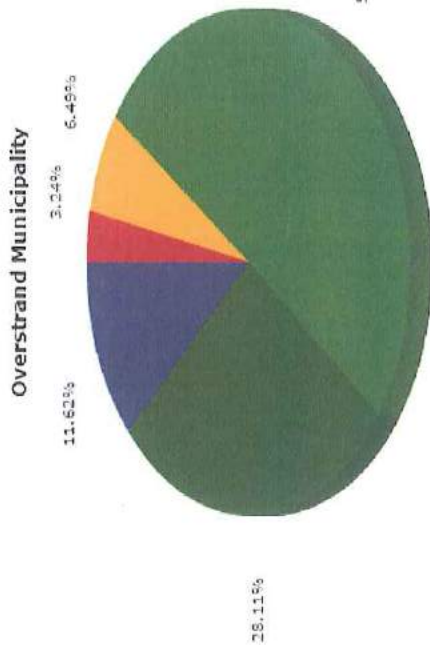
RESPONSIBLE OFFICIAL :

R LOUW

TARGET DATE FOR IMPLEMENTATION :

TO BE NOTED

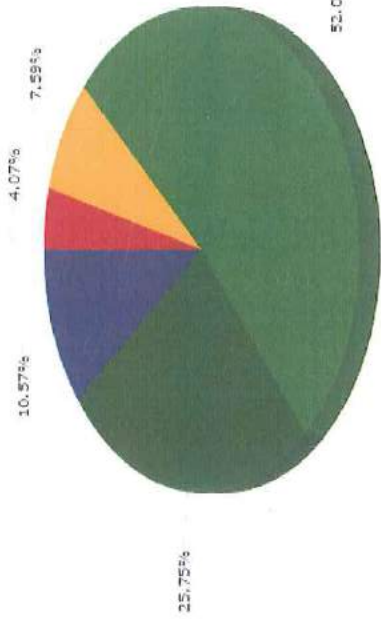
Total Organisational Performance Q3 (01 January 2017 - 31 March 2017)



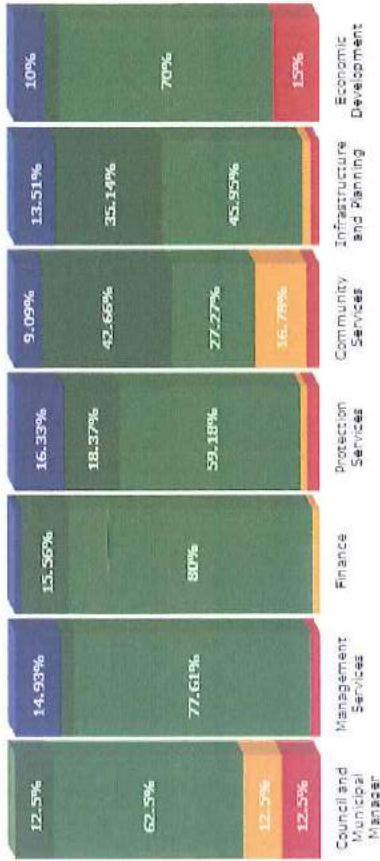
	Directorate						Total:
	Council and Municipal Manager	Management Services	Finance	Protection Services	Community Services	Infrastructure and Planning	
KPI Not Met	12 (3.2%)	1 (1.5%)	-	1 (2%)	3 (2.1%)	2 (5.9%)	2 (10%)
KPI Almost Met	24 (6.5%)	1 (1.5%)	1 (2%)	2 (4.1%)	18 (12.8%)	1 (2.9%)	-
KPI Met	187 (50.5%)	53 (77.9%)	40 (78.4%)	24 (49%)	37 (26.2%)	17 (50%)	14 (70%)
KPI Well Met	104 (28.1%)	4 (5.9%)	8 (15.7%)	3 (6.1%)	77 (54.6%)	11 (32.4%)	1 (5%)
KPI Extremely Well Met	43 (11.6%)	9 (13.2%)	2 (3.9%)	19 (38.8%)	6 (4.3%)	3 (8.8%)	3 (15%)
Total:	370	68	51	49	141	34	20

Total Organisational Performance Quarter 2 (01 October 2016 - 31 December 2016)

Overstrand Municipality

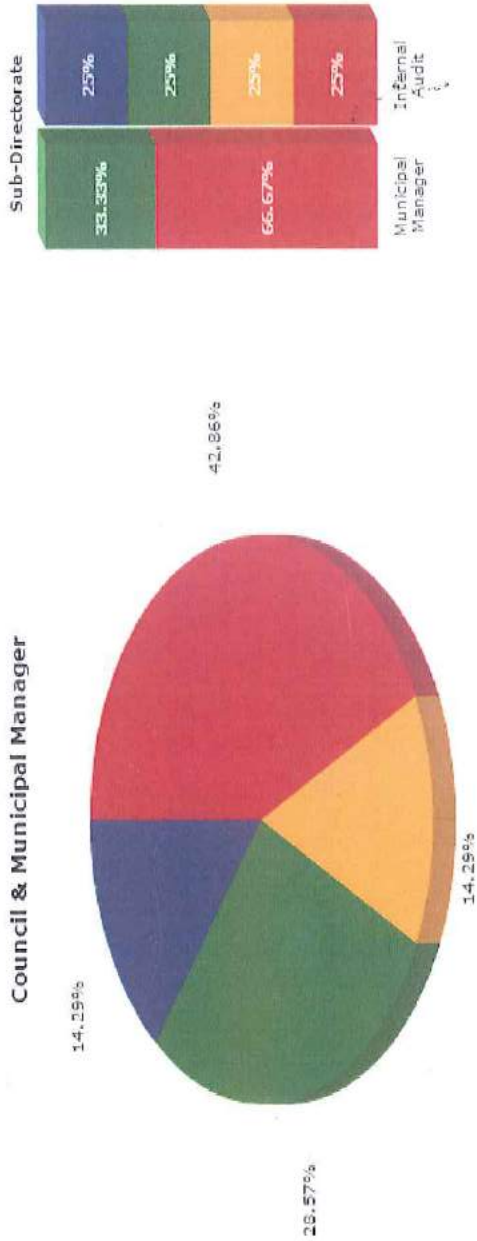


Directorate



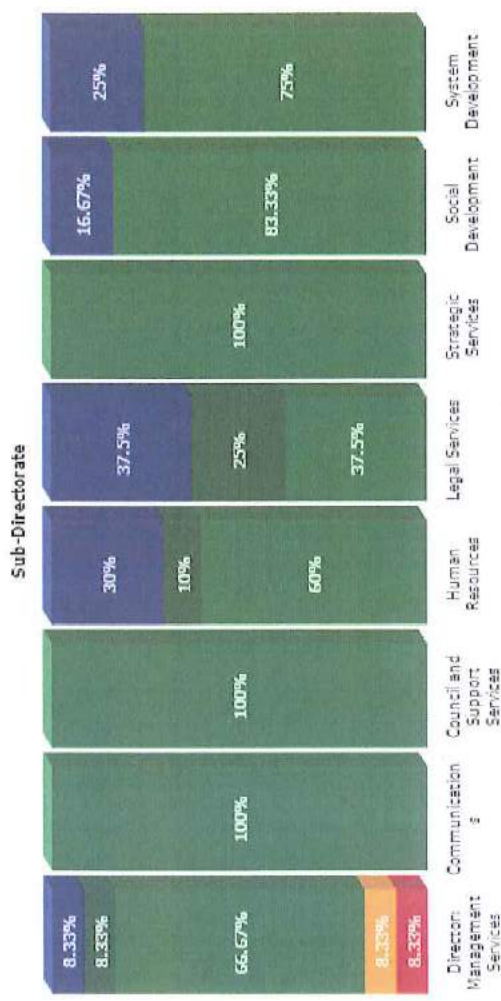
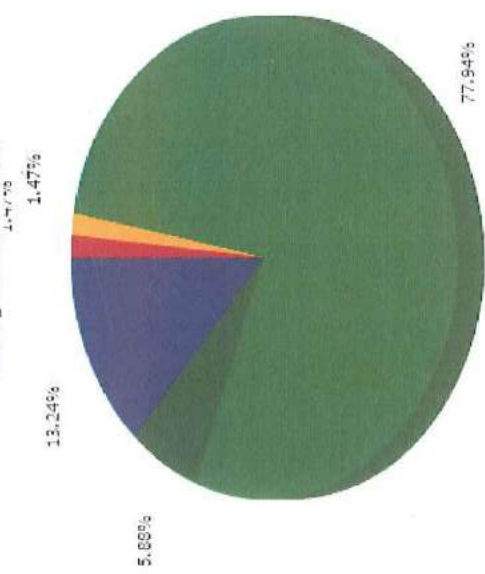
	Directorate							Total:
	Council and Municipal Manager	Management Services	Finance	Protection Services	Community Services	Infrastructure and Planning	Economic Development	
KPI Not Met	15 (4.1%)	2 (3%)	-	2 (4.1%)	6 (4.2%)	1 (2.7%)	3 (1.5%)	
KPI Almost Met	28 (7.6%)	-	1 (2.2%)	1 (2%)	24 (16.8%)	1 (2.7%)	-	
KPI Met	192 (52%)	52 (77.6%)	36 (80%)	29 (59.2%)	39 (27.3%)	17 (45.9%)	14 (70%)	
KPI Well Met	95 (25.7%)	3 (4.5%)	7 (15.6%)	9 (18.4%)	61 (42.7%)	13 (35.1%)	1 (5%)	
KPI Extremely Well Met	39 (10.6%)	10 (14.9%)	1 (2.2%)	8 (16.3%)	13 (9.1%)	5 (13.5%)	2 (10%)	
Total:	369	67	45	49	143	37	20	

Performance Per Directorate Q3 (01 January 2017 - 31 March 2017)

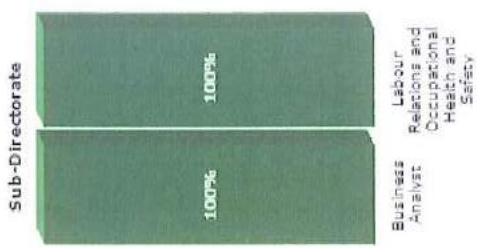


	Council & Municipal Manager		Sub-Directorate	
	Municipal Manager	Internal Audit	Municipal Manager	Internal Audit
KPI Not Met	3 (42.9%)	2 (66.7%)	1 (25%)	1 (25%)
KPI Almost Met	1 (14.3%)	-	1 (25%)	-
KPI Met	2 (28.6%)	1 (33.3%)	1 (25%)	-
KPI Well Met	-	-	-	-
KPI Extremely Well Met	1 (14.3%)	-	-	1 (25%)
Total:	7	3	4	4

Management Services

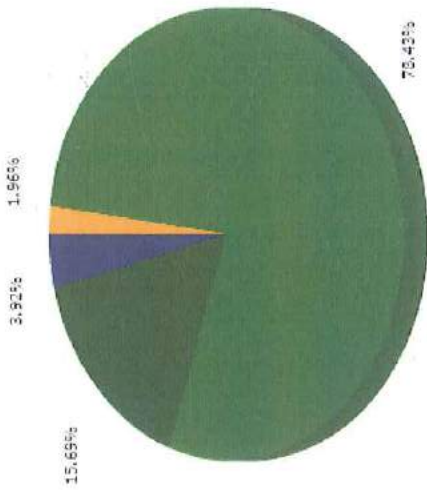


		Sub-Directorate									
		Director: Management Services	Communications	Council and Support Services	Human Resources	Legal Services	Strategic Services	Social Development	System Development		
KPI Not Met	1 (1.5%)	1 (8.3%)	-	-	-	-	-	-	-	-	-
KPI Almost Met	1 (1.5%)	1 (8.3%)	-	-	-	-	-	-	-	-	-
KPI Met	53 (77.9%)	8 (66.7%)	7 (100%)	10 (100%)	6 (60%)	3 (37.5%)	5 (100%)	5 (83.3%)	3 (75%)		
KPI Well Met	4 (5.9%)	1 (8.3%)	-	1 (10%)	2 (25%)	-	-	-	-		
KPI Extremely Well Met	9 (13.2%)	1 (8.3%)	-	3 (30%)	3 (37.5%)	-	-	1 (16.7%)	1 (25%)		
Total:	68	12	7	10	10	8	5	6	4		



	Business Analyst	Labour Relations and Occupational Health and Safety
KPI Not Met	-	-
KPI Almost Met	-	-
KPI Met	1 (100%)	5 (100%)
KPI Well Met	-	-
KPI Extremely Well Met	-	-
Total:	1	5

Finance



Sub-Directorate



Sub-Directorate

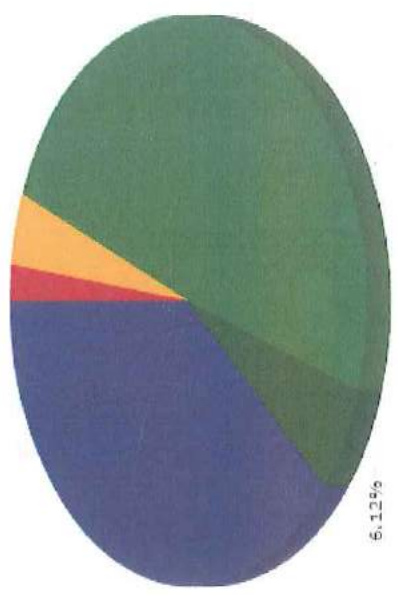
Finance		Director: Finance	Deputy Director Finance and SCM	Accounting Services	Expenditure and Asset Management	Revenue	Systems Administrator Finance	Contract Management and Procurement	SCM: Demand and Procurement	SCM: Purchases
KPI Not Met	-	-	-	-	-	-	-	-	-	-
KPI Almost Met	1 (2%)	-	-	-	1 (12.5%)	-	-	-	-	-
KPI Met	40 (78.4%)	5 (62.5%)	9 (100%)	7 (87.5%)	4 (50%)	4 (57.1%)	4 (100%)	3 (100%)	1 (100%)	1 (100%)
KPI Well Met	8 (15.7%)	3 (37.5%)	-	-	2 (25%)	3 (42.9%)	-	-	-	-
KPI Extremely Well Met	2 (3.9%)	-	-	1 (12.5%)	1 (12.5%)	-	-	-	-	-
Total:	51	8	9	8	8	7	4	3	1	1

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Protection Services
21,047%



	Sub-Directorate			
	Director: Protection Services	Fire and Disaster Management	Law Enforcement and Security Services	Traffic Services
KPI Not Met	1 (2%)	-	-	-
KPI Almost Met	2 (4.1%)	1 (10%)	-	-
KPI Met	24 (49%)	5 (50%)	5 (41.7%)	7 (43.8%)
KPI Well Met	3 (6.1%)	-	-	2 (12.5%)
KPI Extremely Well Met	19 (38.8%)	4 (40%)	7 (58.3%)	7 (43.8%)
Total:	49	10	12	16

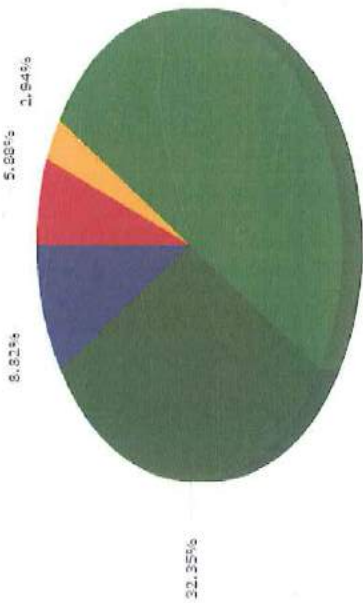
Sub-Directorate



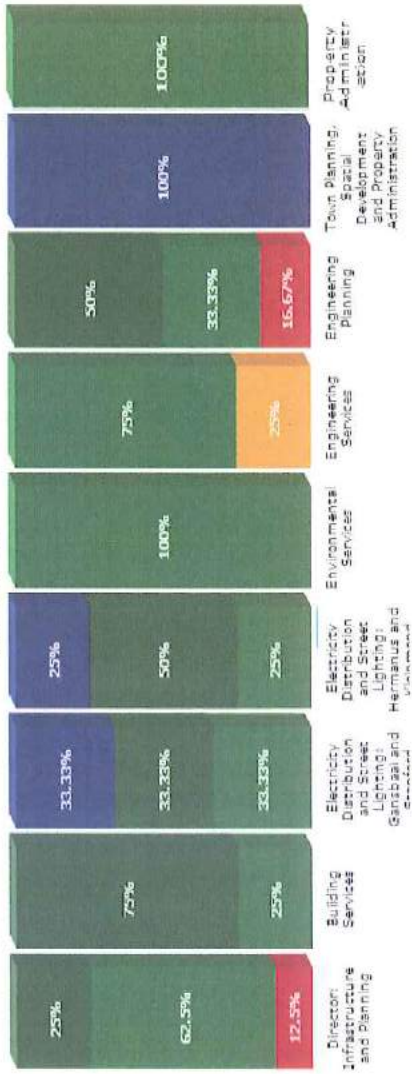
Operational Management: Stanford
 Deputy Area Manager: Hermanus
 Deputy Area Manager: Stanford
 Housing Administration

Sub-Directorate				
	Operational Management: Stanford	Deputy Area Manager: Hermanus	Deputy Area Manager: Stanford	Housing Administration
KPI Not Met	-	1 (12.5%)	-	-
KPI Almost Met	2 (13.3%)	-	2 (33.3%)	-
KPI Met	-	4 (50%)	2 (33.3%)	6 (75%)
KPI Well Met	13 (86.7%)	3 (37.5%)	2 (33.3%)	2 (25%)
KPI Extremely Well Met	-	-	-	-
Total:	15	8	6	8

Infrastructure & Planning



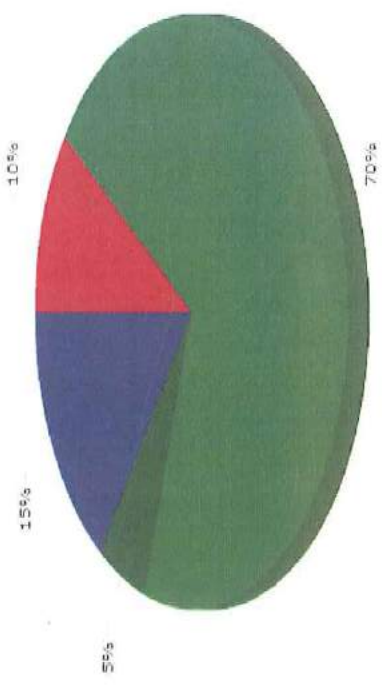
Sub-Directorate



Sub-Directorate

Infrastructure & Planning		Director: Infrastructure and Planning	Building Services	Electricity Distribution and Street Lighting: Gansbaai and Stanford	Electricity Distribution and Street Lighting: Hermanus and Kleinmond	Environmental Services	Engineering Services	Engineering Planning	Town Planning, Spatial Development and Property Administration	Property Administration
KPI Not Met	2 (5.9%)	1 (12.5%)	-	-	-	-	-	1 (16.7%)	-	-
KPI Almost Met	1 (2.9%)	-	-	-	-	-	1 (25%)	-	-	-
KPI Met	17 (50%)	5 (62.5%)	1 (33.3%)	1 (25%)	2 (50%)	3 (100%)	3 (75%)	2 (33.3%)	1 (100%)	1 (100%)
KPI Well Met	11 (32.4%)	2 (25%)	3 (75%)	1 (33.3%)	2 (50%)	-	-	3 (50%)	-	-
KPI Extremely Well Met	3 (8.8%)	-	-	1 (33.3%)	1 (25%)	-	-	-	-	-
Total:	34	8	4	4	4	3	4	6	1	1

Economic Development



Economic Development	Sub-Directorate			
	Director: Economic Development	LED	Tourism	
KPI Not Met	1 (7.7%)	1 (25%)	-	-
KPI Almost Met	-	-	-	-
KPI Met	9 (69.2%)	3 (75%)	2 (66.7%)	
KPI Well Met	1 (7.7%)	-	-	
KPI Extremely Well Met	2 (15.4%)	-	1 (33.3%)	
Total:	13	4	3	

Overstrand Municipality
SOBIP 2016/2017: Top Layer SOBIP Report - QUARTER 3 (01 January 2017 - 31 March 2017)

Council & Municipal Manager

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2016			QUARTER ENDING 31 DECEMBER 2016			QUARTER ENDING 31 MARCH 2017			Overall Performance for Sep 2016 to Mar 2017				
					Target	Actual	Departmental SOBIP Comments	Departmental Corrective Measures	Target	Actual	Departmental SOBIP Comments	Departmental Corrective Measures	Target	Actual	Departmental SOBIP Comments	Departmental Corrective Measures	Target	Actual
TL11	The provision and maintenance of municipal services	Percentage of a municipality's capital budget actually spent on capital projects identified for 2016/17 in terms of the municipality's DP (Actual amount spent on projects as identified for the year in the DP/Total amount budgeted on capital projects)(X100)	% of the capital budget spent	Expenditure report from SYMVAS	5%	7,25%	[D14] Municipal Manager: Target met. (September 2016)		25%	23%	[D14] Municipal Manager: Target not met. (December 2016)	[D14] Municipal Manager: Target would have been met if shadow amounts were re-allocated in-As soon as capital projects are completed satisfactorily and invoices are received. Allocated (shadowed) funds will be utilised for payment thereof. (December 2016)	55%	41%	[D14] Municipal Manager: Target not met. (March 2017)	[D14] Municipal Manager: Total spending (shadow funds included) is 72% but because shadow funds are not calculated when Actual spending is measured, this KPI reads as "Target not met". (March 2017)	55%	41%

Management Services

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2016			QUARTER ENDING 31 DECEMBER 2016			QUARTER ENDING 31 MARCH 2017			Overall Performance for Sep 2016 to Mar 2017				
					Target	Actual	Departmental SOBIP Comments	Departmental Corrective Measures	Target	Actual	Departmental SOBIP Comments	Departmental Corrective Measures	Target	Actual	Departmental SOBIP Comments	Departmental Corrective Measures	Target	Actual
TL7	The provision of democratic, accountable and ethical governance	Submit quarterly progress reports on the status of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	EMT minutes where item served.	1	1	[D13] Director: Management Services: Target met. See attached the Executive Management Team meeting minutes for 6 September 2016. (September 2016)		1	1	[D13] Director: Management Services: Target met. (December 2016)		1	1	[D13] Director: Management Services: Report will be submitted at the end of the quarter. (January 2017)	[D13] Director: Management Services: Submitted to EMT. (March 2017)	1	3
TL22	The provision of democratic, accountable and ethical governance	The percentage of a municipality's budget (training budget) actually spent on implementing its workforce skills plan (Actual expenditure divided by the budget allocated)	% of the training budget spent on implementation of the WSP	Expenditure reports from SYMVAS	20%	51%	[D16] Director: Management Services: 51% of training budget spent as per the monthly report Sept 2016 (September 2016)		40%	40%	[D16] Director: Management Services: Completed (December 2016)		60%	90%	[D16] Director: Management Services: Completed (March 2017)		60%	90%
TL33	The provision of democratic, accountable and ethical governance	Review the Municipal Organizational Staff Structure by the end of June 2017	Structure reviewed	Meet approved posts on the organizational budget; LP minutes (Restructuring)	0	0			0	0			0	0			0	0
TL34	The provision of democratic, accountable and ethical governance	Revise the Section 14 Areas to Informal DP Annual by the end of June 2017 to ensure compliant and up to date policies	Manual revised	Letter to the Human Rights Commission	0	0			0	0			0	0			0	0
TL25	The provision of democratic, accountable and ethical governance	95% of the approved and vacant posts (Actual number of posts filled) divided by the (Audited post budgeted) x100	% filled	146 vacancies on filled and vacant posts	92%	90,82%	[D18] Director: Management Services: Of a total of 1,243 posts, 1026 is filled and 217 is vacant. (September 2016)		92%	92%	[D18] Director: Management Services: Completed (December 2016)		92%	85,52%	[D18] Director: Management Services: Out of a total of 1,143 vacant posts, 104 are filled, 119 vacant. (March 2017)		92%	85,52%

TL26	The provision of democratic, accountable and ethical governance	The number of people from employment equity target groups employed in the three highest levels of management	Monthly report to Director	311	[D69] Senior Manager: Human Resources: 64 People from employment equity targets employed within the 3 highest levels of management (July 2016)	[D69] Senior Manager: Legal Services: None (July 2016)	248	[D69] Senior Manager: Human Resources: 65 People from employment equity targets employed within the 3 highest levels of management (August 2016)	[D69] Senior Manager: Legal Services: None (August 2016)	248	[D69] Senior Manager: Human Resources: 64 People from employment equity targets employed within the 3 highest levels of management (January 2017)	[D69] Senior Manager: Legal Services: None (January 2017)	277	[D69] Senior Manager: Human Resources: 64 People from employment equity targets employed within the 3 highest levels of management (February 2017)	[D69] Senior Manager: Legal Services: None (February 2017)	464	84
TL27	The provision of democratic, accountable and ethical governance	The number of people from employment equity target groups employed in the three highest levels of management	Written proof response to legal assistance provided within 5 working days	138	[D69] Senior Manager: Legal Services: None (July 2016)	[D69] Senior Manager: Legal Services: None (July 2016)	138	[D69] Senior Manager: Human Resources: 65 People from employment equity targets employed within the 3 highest levels of management (September 2016)	[D69] Senior Manager: Legal Services: None (September 2016)	138	[D69] Senior Manager: Human Resources: 64 People from employment equity targets employed within the 3 highest levels of management (January 2017)	[D69] Senior Manager: Legal Services: None (January 2017)	277	[D69] Senior Manager: Human Resources: 64 People from employment equity targets employed within the 3 highest levels of management (February 2017)	[D69] Senior Manager: Legal Services: None (February 2017)	464	84
TL28	The provision of democratic, accountable and ethical governance	Monthly Reports on additional court matters	Monthly Report on Additional Court matters (Financial & Court process)	6	[D74] Senior Manager: Legal Services: None (July 2016)	[D74] Senior Manager: Legal Services: None (July 2016)	6	[D74] Senior Manager: Legal Services: None (August 2016)	[D74] Senior Manager: Legal Services: None (August 2016)	6	[D74] Senior Manager: Legal Services: None (January 2017)	[D74] Senior Manager: Legal Services: None (January 2017)	6	[D74] Senior Manager: Legal Services: None (February 2017)	[D74] Senior Manager: Legal Services: None (February 2017)	6	6

Ref	Strategic Objective	KPI	Units of Measurement	Source of Evidence	Reviewed By	Plan reviewed	Management Plan by the end of June 2017	Target	Actual	Departmental Corrective Measures	Departmental Comments	Actual	Target	Departmental SOBP Comments	Departmental Corrective Measures	Actual	Target	Departmental SOBP Comments	Departmental Corrective Measures	Actual	Target	Overall Performance for Sep 2016 to May 2017
TL33	The creation and maintenance of a safe and healthy environment	Review the Fire Management Plan by the end of June 2017		Management Plan	Fire Management Plan			0	0			0	0			0	0			0	0	
TL34	The creation and maintenance of a safe and healthy environment	Collect R10,000,000 public Safety Income by 30 June 2017	Value of public safety collected income	SAIRAS reports	SAIRAS reports			R 2,500,000	R 10,044,333	[0322] Director: Protection Services: Extract from T.B of 30.09.2016 (September 2016)	[0322] Director: Protection Services: Extract from T.B of 30.09.2016 (September 2016)	R 2,500,000	R 1,441,940	[0322] Director: Protection Services: Extract from T.B of 30.09.2016 (September 2016)	[0322] Director: Protection Services: Extract from T.B of 30.09.2016 (September 2016)	R 2,500,000	R 7,193,805	[0322] Director: Protection Services: Extract from T.B of 30.09.2016 (September 2016)	[0322] Director: Protection Services: Extract from T.B of 30.09.2016 (September 2016)	R 2,500,000	R 26,840,976	

Community Services

Ref	Strategic Objective	KPI	Units of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2016				QUARTER ENDING 31 DECEMBER 2016				QUARTER ENDING 31 MARCH 2017				Overall Performance for Sep 2016 to May 2017					
					Target	Actual	Departmental Corrective Measures	Departmental SOBP Comments	Target	Actual	Departmental Corrective Measures	Departmental SOBP Comments	Target	Actual	Departmental Corrective Measures	Departmental SOBP Comments						
TL1	The provision of democratic, accountable and ethical governance	98% of the operational conditional grant (Libraries, CDM) spent (Actual expenditure divided by the total grant received)	% of total conditional grant spent (Libraries, CDM)	Year to date expense (SOMCAS report)	SAIRAS reports			20%	21.63%	[0370] Deputy Director: Operational Services: COMPLY (September 2016)	[0370] Deputy Director: Operational Services: COMPLY (September 2016)	50%	53.07%	[0370] Deputy Director: Operational Services: COMPLY (September 2016)	[0370] Deputy Director: Operational Services: COMPLY (September 2016)	75%	72.88%	[0370] Deputy Director: Operational Services: COMPLY (September 2016)	[0370] Deputy Director: Operational Services: COMPLY (September 2016)	75%	72.88%	
TL2	The provision and maintenance of municipal services	100% of roads pitched and installed according to System Management budget	m ² of roads pitched and installed	Contracts and statistical report				0	140	[0371] Deputy Director: Operational Services: COMPLY (September 2016)	[0371] Deputy Director: Operational Services: COMPLY (September 2016)	35,000	7,405	[0371] Deputy Director: Operational Services: COMPLY (September 2016)	[0371] Deputy Director: Operational Services: COMPLY (September 2016)	65,000	67,443	[0371] Deputy Director: Operational Services: COMPLY (September 2016)	[0371] Deputy Director: Operational Services: COMPLY (September 2016)	65,000	67,443	
TL5	The provision and maintenance of municipal services	Limit unaccounted water to less than 20% (Number of 20litre water purified - Number of 20litre water sold)/Number of 20litre sold x 100)	% of water unaccounted for	Annual Financial Statements				0%	0%			0%	0%			0%	0%			0%	0%	
TL6	The encouragement of community participation in the matters of the municipality	Ward committees meetings held to discuss consent and regular communication with residents	Number of ward committee meetings per ward per annum	Minutes of the ward committee meetings held				1	1	[0372] Director: Community Services: COMPLY (September 2016)	[0372] Director: Community Services: COMPLY (September 2016)	1	2	[0372] Director: Community Services: COMPLY (September 2016)	[0372] Director: Community Services: COMPLY (September 2016)	1	2	[0372] Director: Community Services: COMPLY (September 2016)	[0372] Director: Community Services: COMPLY (September 2016)	1	2	
TL5	The provision and maintenance of municipal services	Provision of water to informal households based on the standard of water point to 25 households	The number of taps installed in informal households	Annual report from Housing Department indicating the number of informal households				0	0			0	0			0	0			0	0	

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TL36	The provision and maintenance of municipal services	Provision of treated piped water to all formal households within 300 m from households	No of formal households that meet agreed service standards for piped water	Yearly statistics provided by Finance Department (SAMRAS)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TL37	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal at least once a week. (A household is a residential unit being billed for the refuse services rendered by way of the financial system (SAMRAS))	Number of formal households for which refuse is removed at least once a week	Yearly statistics provided by Finance Department (SAMRAS)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TL38	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all informal households at least once a week	Number of weekly removal of refuse in informal households (Once per week = 52 weeks per annum)	Bi-annual MIS report on the weekly refuse removal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TL42	The provision and maintenance of municipal services	The provision of sanitation services to informal households based on the standard of 1 toilet to 5 households	The number of toilet structures provided in relation to the number of informal households	Annual report from Housing Department indicating the number of informal households. Report on the G/S coordinators for the number of the toilets.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TL43	The provision and maintenance of municipal services	Provision of sanitation services to formal households (A residential household is a residential unit being billed for the refuse services rendered by way of the financial system (SAMRAS))	No. of formal residential households, which are billed for sewerage in accordance to the SAMRAS financial system	Yearly statistics provided by the Department of Finance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Infrastructure & Planning

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2016			QUARTER ENDING 31 DECEMBER 2016			QUARTER ENDING 31 MARCH 2017			Overall Performance for Sep 2016 to Mar 2017		
					Target	Actual	Departmental Comments	Target	Actual	Departmental Comments	Target	Actual	Departmental Comments	Target	Actual	Actual
TL1	Quality of effluent comply 90% with general limit in terms of the Water Act (Act 36 of 1998)		% compliance	Report from Directorate Infrastructure (WASA) compiled from independent laboratory test results	90%	93%	09/15 Quality Director: Infrastructure & Planning: 99% of samples complied with the required standards (September 2016)	90%	95%	09/15 Quality Director: Infrastructure & Planning: Treated effluent complied 95% with standards for this quarter (December 2016)	90%	91%	03/15 Quality Director: Infrastructure & Planning: 91% of final effluent samples complied with the relevant standards (March 2017)	90%	93%	

Ref	Strategic Objective	Key Performance Indicator (KPI)	Source of Evidence	Unit of Measurement	Target	Actual	Departmental Corrective Measures	Departmental SOBP Comments	Target	Actual	Departmental Corrective Measures	Departmental SOBP Comments	Target	Actual	Departmental Corrective Measures	Departmental SOBP Comments	Overall Performance for Sep 2016 to Mar 2017	
T14	The provision and maintenance of municipal services	Quality of potable water comply 95% with SANS 241 SAG	Independent Laboratory Test Result	% compliance with SANS 241	95%	95%		[D416] Deputy Director: Infrastructure & Planning: 95% of samples taken at the water treatment plants complied with the SANS 241 Drinking Water Quality Standards. (March 2017)	95%	95%		[D416] Deputy Director: Infrastructure & Planning: 95% of samples taken at the water treatment plants complied with the SANS 241 Drinking Water Quality Standards. (March 2017)	95%	95%				
T120	The provision and maintenance of municipal services	Limit electricity losses to 7.5% or less (Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated x 100	Draw unaccounted for annual Financial Statements	% of electricity unaccounted for	0%	0%			0%	0%			0%	0%				
T121	The provision and maintenance of municipal services	Report on the implementation of the Water Service Development plan annually by the end of October 2016	Letter of submission of Water Services Audit to DMS	Report submitted	0	0			0	0			0	0				
T126	The provision and maintenance of municipal services	Provision of Electricity: Number of measured electrical connections in formal areas (Edison Area excluded) (Excludes: Refers to residential households (RH) and pensioners (PH) as per finance department's billed households)	Based on number of households billed by electricity department of finance	Number of formal electrical connections in formal areas	0	0			0	0			0	0				
T144	The provision and maintenance of municipal services	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2017 (Actual MIG expenditure/Allocation received)	Monthly Provincial MIG Dashboard	% Expenditure of allocated funds	5%	11%		[D420] Director: Infrastructure & Planning: Prelim Report awaiting M&E dashboard from Provincial Treasury (September 2016)	50%	50%		[D420] Director: Infrastructure & Planning: See attached (March 2017)	50%	50%				

Economic Development

Ref	Strategic Objective	KPI	Source of Evidence	Unit of Measurement	QUARTER ENDING 30 SEPTEMBER 2016		QUARTER ENDING 31 DECEMBER 2016		QUARTER ENDING 31 MARCH 2017		Overall Performance for Sep 2016 to Mar 2017							
					Target	Actual	Target	Actual	Target	Actual								
T18	The promotion of tourism, economic and social development	Provide three reports on LED and Tourism initiatives to Council by end June 2017	Three reports on LED and Tourism initiatives	Number of reports on LED & Tourism initiatives to Council	0	1	0	1	0	2		[D432] Manager: LED: Report submitted to Council on the 20th of September 2016 (December 2016)	1	1		[D432] Manager: LED: Report will be submitted with the May 2017 Council Meeting (March 2017)	1	1
T19	The promotion of tourism, economic and social development	Report to Executive Mayor on Grants to Festival organisers through Service Level Agreements (SLA) by end July 2016	Report submitted to Executive Mayor	Number of reports submitted	1	0	0	0	0	1			0	0				

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TL47	The promotion of tourism, economic and social development	Support 20 SME's in terms of the Emerging Contractor Development Programme by 30 June 2017	Number of Emerging Contractors supported	List of the number of Emerging Contractors supported	20	<p>[D448] Manager: LED: Building Green skills training for Contractors Dates: 22 - 26 Aug 2016 Total participants: 20 (August 2016)</p> <p>[D449] Manager: LED: 20 Participants supported in August 2016 (September 2016)</p>	<p>[D449] Manager: LED: Support was given in August to a total of 20 participants, who attended the green skills training workshop. (September 2016)</p>	<p>[D449] Manager: LED: No support provided to Emerging Contractors. (December 2016)</p>	<p>[D451] Manager: LED: Training planned for February 2017. (December 2016)</p>	<p>[D449] Manager: LED: Emerging contractors supported through the Emerging Contractor Development Programme in March 2017 (March 2017)</p>								
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Overstrand Municipality
SDBIP 2016/2017: Departmental SDBIP Report on KPIs not met in Quarter 3 (01 January 2017 - 31 March 2017)

KPI	KPI Owner	Baseline	Jan-17		Feb-17		Mar-17		Performance Comment	Corrective Measures	Overall Performance for Jan 2017 to Mar 2017	
			Target	Actual	Target	Actual	Target	Actual			Target	Actual
04	Municipal Manager	12 Once per annum	0	0	6	0	0	0	Target for February not met. No other suitable date could be found for February 2017. New date is 10 March 2017. Evaluation will be rescheduled during April 2017 - no available dates in March 2017.		0	0
			4	0	0	0	0	0	Target not met due to cancellations of attendees by the external Municipal Manager.		0	0
			0	0	0	0	0	0	The key Controls Assessment for this period was taken over by the AG. The assessment for the period under review has not yet been done by AG.		0	0
015	Internal Auditor	4 Achieve top layer indicator for 2016/17	0	0	0	0	0	The key Controls Assessment for this period was taken over by the AG. The assessment for the period under review has not yet been done by AG.		0	0	
014	Municipal Manager	88.21% achieves top layer indicator for 2016/17	0%	0%	0%	0%	0%			59%	41%	
<p>Management Services</p> <p>Overall Performance for Jan 2017 to Mar 2017: 59% Target, 41% Actual</p>												
027	Director: Management Services	95.11% spend capital budget as per cashflow forecasts	0%	0%	0%	0%	0%	0%			55%	45%
			0	0	0	0	0	0	Tenders were called for Awarding tenders		0	0
<p>Protection Services</p> <p>Overall Performance for Jan 2017 to Mar 2017: 32% Target, 15% Actual</p>												
029	Director: Protection Services	86 Achieve top layer indicator for 2016/17	0	0	0	0	0			32	15	
<p>Community Services</p> <p>Overall Performance for Jan 2017 to Mar 2017: 55% Target, 24.92% Actual</p>												
023	Director: Community Services	54% Spend capital budget as per cashflow forecast	0	0	0	0	0			55	24.92	
<p>Under spending due to mid-year review of various ward projects.</p>												

Item	Senior Manager	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual						
D247	98% of the approved capital project budget spent (Actual expenditure divided by the approved capital budget)	Senior Manager: Haughey/Aleimond	98.0%	98% of budget spend	OK	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	Do not comply with target	Exception of bus shelter will be finalized by middle May 2017, after receipt of all the material ordered. Mosaling Community Hall - construction will be awarded internally. Project will be completed by 30 June 2017. Library upgrade is a roll over projects. All funds for this financial year will be spent by 30 June 2017.	70%	70%	15%	15%
D273	98% of the allocated ward project spent by the Deputy Area Manager- Hermanns (Actual expenditure divided by the approved budget)	Manager: Hermanns	91%	93% Spend	OK	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	Ward committees reviewed various projects	Procurement in progress	70%	70%	38%	38%

Infrastructure & Planning

Item	Director	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual						
D387	58% of the total approved capital budget spent (Actual expenditure divided by the total approved capital budget)	Director: Infrastructure & Planning	93.25%	Spent capital budget as per cashflow forecasts	OK	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	45% of capital budget spent	Hermanns Electricals tender played due to CID6 bidding. tender awarded at the end of March (165 000 000)	55%	55%	4%	4%
D414	98% of the total approved capital budget spent (Actual expenditure divided by the total approved capital budget)	Deputy Director: Infrastructure & Planning	98.80%	Spent capital budget as per cashflow forecasts	OK	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	54.3% of the 2016/17 Water and Sewerage capital budget was actually spent by 31 March 2017.	All tenders have been awarded during the 3rd quarter, and projects are on track i.e. progress.	50%	50%	34.30%	34.30%

Economic Development

Item	Director	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual						
D430	98% of the total approved capital budget spent (Actual expenditure divided by the total approved capital budget)	Director: Economic Development	88.33%	Spent capital budget as per cashflow forecasts	OK	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	Quotations requested for the purchase of minor assets	Minor assets to be purchased in the 4th quarter	55%	55%	0%	0%
D432	Provide three reports on LED and Taunton initiatives to Council by end June 2017	Manager-LED	0%	Reports on LED & Taunton initiatives	OK	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	No report submitted in March	Report will be submitted with the May 2017 Council meeting	1	1	0	0

